

License Commission Meeting Minutes
January 9, 2013

The meeting was called to order at 7:00 P.M.
A quorum was present.

1. Roll Call

In attendance: Joseph Devlin, Brad Duffin, Richard Sharp

Absent: Donald Zabriskie, 1 vacant position

2. Minutes

December 5, 2012, motion to approve Joseph Devlin, second Richard Sharp. So voted.

3. One Day License

1) Fuel Training ½ Marathon, May 19, 2013, 1 Day Beer & Wine License

Julie Bokar spoke on behalf of Fuel Training. They are having a half marathon race on Sunday May 19, 2013 starting and finishing at the Towle building parking lot. The race starts at 9:00am and they expect the after race events to be from 11am to 4pm. There will be a handful of vendors. They are in the process of getting Budweiser to be a sponsor. A portion of the proceeds are donated to the Pan Mass Challenge, and they are thinking of using a local charity. They have been given permission to use the Towle building parking lot. They have been in contact with the Police Department and expect to have 13 officers for traffic and at the event. The City Council has approved the use of the city streets. There will be a tent with barriers and participants will get 1 free drink

Commissioners raised concerns with the serving of underage people, over-serving and crowd control. All servers must be TIPs certified. They recommended that tickets be used to purchase beer and that the organizers talk with Lt. Siemasko at the Police Department as well.

Joseph Devlin made a motion to approve the One Day Beer & Wine license subject to following any police department recommendations for running and staffing the event and having all TIPs certifications, seconded by Richard Sharp.

Votes Cast:

Joseph Devlin: approve

Richard Sharp: approve

Brad Duffin: approve

4. Hearing – Retail Pouring License and Entertainment License

1) Newburyport Brewing Company, 4 New Pasture Road

Cancelled and rescheduled to February 6, 2013.

5. Other Business

1) Pro-rating of license fees

The commission continued a discussion regarding pro-rating of annual liquor license fees for businesses that get approved at different times of year. Jim Rogers of Andiamo Restaurant was present and has requested a pro-ration of his renewal fee for 2013 as his liquor license was approved in September 2012 at which time he paid the full fee. The commission recognizes the need to balance the needs of the City in terms of revenue and being business friendly. The commission has no historical documentation and decided to wait for all members to be present to finalize a policy. This will be reviewed on February 6, 2013.

2) Appointing Police Officers as Agents of the Commission

Police Marshall Tom Howard wrote a letter and presented it to the commission regarding authorizing current shift supervisors and detectives to act as agents of the Licensing Commission. This would allow them access to the local establishments with liquor licenses and the ability to handle annual inspections as well.

Richard Sharp made a motion to take Marshall Howard's letter as written to the commission and approve the ten individuals named as agents of the commission, seconded by Joseph Devlin.

Votes Cast:

Joseph Devlin: approve

Richard Sharp: approve

Brad Duffin: approve

3) Authority for Licensing Commission business

A letter was also presented to the commission to allow the Chairperson of the commission to act on behalf of the commission until an emergency or regularly held meeting can be held.

Joseph Devlin made a motion to accept the letter to allow the Chairperson to act on behalf of the commission, seconded by Richard Sharp.

Votes Cast:

Joseph Devlin: approve

Richard Sharp: approve

Brad Duffin: approve

4) License Fee Schedule

Commissioners discussed the current license fee schedule which runs from 2009 through 2013. The commission will research fees throughout other north shore communities. Richard Sharp will report back to the commission in February.

5) 2013 Schedule of Meetings

Meetings for the first half of 2013 will be as follows:

Feb. 6, 2013

May 1, 2013

Feb. 27, 2013 (in place of March)

June 5, 2013

April 3, 2013

These meetings will all be held at 4 Green Street, Police Station Conference Room.

Motion to adjourn by Joseph Devlin, seconded by Richard Sharp. So voted.