

License Commission Meeting Minutes
4 Green Street, Police Station Conference Room
June 26, 2013

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

A quorum was present. Commissioner Duffin welcomed Craig Holt, who was recently appointed and sworn in as a member of the Licensing Commission.

1. Roll Call

In attendance: Brad Duffin, Craig Holt, Richard Sharp, Donald Zabriskie, Joe Devlin (7:09pm)

2. Minutes

June 5, 2013, motion to approve by Donald Zabriskie, seconded by Richard Sharp. So voted.

3. One Day License

1) *Rotary Club Yankee Homecoming*

Representative at meeting: Sue Christ

Type of License Requested: Beer and Wine

Information discussed about Event: This is the 3rd year they have had this event during the Yankee Homecoming Bed Race down Federal St. Set up in the Tannery. Sell hotdogs, beer and chips from 4:30pm to 7:00pm. Discussed having a police officer at their board meeting. Commission strongly encouraged having a police officer at the event for crowd control.

Purpose of Event: to benefit Yankee Homecoming

License Check-list:

- Charitable and/or non-profit organization
- Event to be legally conducted and revenues raised should further goals of organization
- TIPS certified bartender: Yes
- Proof of Liability Insurance
- \$100.00 check
- Other: Fire Department Sign Off

Donald Zabriskie made a motion to approve the 1 Day Beer/Wine License, seconded by Richard Sharp.

Votes Cast:

Craig Holt: Yes

Richard Sharp: Yes

Donald Zabriskie: Yes

Brad Duffin: Yes

2) *Greek Food Festival*

Representative at meeting: Joanne Housianitis

Type of License Requested: All Alcohol

Information discussed about Event: This is the annual Greek Food Festival at the church at the start of Yankee Homecoming. Friday July 26, from 11 am to 9pm.

Purpose of Event: Fundraiser for the Greek Church

License Check-list:

- Charitable and/or non-profit organization
- Event to be legally conducted and revenues raised should further goals of organization
- TIPS certified bartender: Yes
- Proof of Liability Insurance
- \$100.00 check
- Other: Fire Department Sign Off

Joseph Devlin made a motion to approve the 1 Day All Alcohol License, seconded by Donald Zabriskie.

Votes Cast:

Joseph Devlin: Yes

Craig Holt: Yes

Richard Sharp: Yes

Donald Zabriskie: Yes

Brad Duffin: Yes

3) Greek Food Festival

Representative at meeting: Joanne Housianitis

Type of License Requested: All Alcohol

Information discussed about Event: This is the annual Greek Food Festival at the church at the start of Yankee Homecoming. Saturday July 27, from 11 am to 9pm.

Purpose of Event: Fundraiser for the Greek Church

License Check-list:

Charitable and/or non-profit organization

Event to be legally conducted and revenues raised should further goals of organization

TIPs certified bartender: Yes

Proof of Liability Insurance

\$100.00 check

Other: Fire Department Sign Off

Joseph Devlin made a motion to approve the 1 Day All Alcohol License, seconded by Donald Zabriskie.

Votes Cast:

Joseph Devlin: Yes

Craig Holt: Yes

Richard Sharp: Yes

Donald Zabriskie: Yes

Brad Duffin: Yes

4) Greek Food Festival

Representative at meeting: Joanne Housianitis

Type of License Requested: All Alcohol

Information discussed about Event: This is the annual Greek Food Festival at the church at the start of Yankee Homecoming. Sunday July 28, from 12:00pm to 5pm.

Purpose of Event: Fundraiser for the Greek Church

License Check-list:

Charitable and/or non-profit organization

Event to be legally conducted and revenues raised should further goals of organization

TIPs certified bartender: Yes

Proof of Liability Insurance

\$100.00 check

Other: Fire Department Sign Off

Joseph Devlin made a motion to approve the 1 Day All Alcohol License, seconded by Donald Zabriskie.

Votes Cast:

Joseph Devlin: Yes

Craig Holt: Yes

Richard Sharp: Yes

Donald Zabriskie: Yes

Brad Duffin: Yes

5) Greek Church Golf Tournament

Representative at meeting: Joanne Housianitis

Type of License Requested: Beer and Wine

Information discussed about Event: This is a golf tournament dinner fundraiser for the Greek Church. Tuesday, Sept. 17, from 6:00pm to 10pm.

Purpose of Event: Fundraiser for the Greek Church

License Check-list:

- Charitable and/or non-profit organization
- Event to be legally conducted and revenues raised should further goals of organization
- TIPS certified bartender: Yes
- Proof of Liability Insurance
- \$100.00 check
- Other: Fire Department Sign Off

Joseph Devlin made a motion to approve the 1 Day Beer & Wine License pending the updated insurance, seconded by Donald Zabriskie.

Votes Cast:

Joseph Devlin: Yes

Craig Holt: Yes

Richard Sharp: Yes

Donald Zabriskie: Yes

Brad Duffin: Yes

4. One Day License Informational Inquiry

Elena Bachrach, Executive Director of the Newburyport Art Association, inquired of the commission how to handle artist receptions at the galleries on Water Street. The commission reviewed the requirements for serving alcohol under one day license rules. She will notify the artists and get back to the commission with applications in the next two weeks.

5. Hearing Continuation Alteration of Premises Brown Sugar by the Sea

The hearing was continued from June 5, 2013. Mark Janos, attorney, Caroline Joliffe, owner of Brown Sugar by the Sea, and David Hall, property owner were present and spoke on behalf of the application. The commission members were able to do a walk through at the property prior to this meeting. David, Caroline and Mark are addressing concerns the commission had at the last meeting. The alcohol will be distributed by walking the stairs. No storage or distribution of alcohol will be on the deck. The elevator is no longer a part of the transportation system of alcohol. Only disabled customers and restaurant staff will have access to the elevator. They have addressed the mechanical and safety issues. Discussion followed with input from the commission. The commission requested plans for all three levels including heights.

A motion to conditionally approve the application was made by Donald Zabriskie and seconded by Joseph Devlin based on the following conditions:

- 1) There is a dedicated wait staff on the deck at all times. Runners would bring food and alcohol.
- 2) No alcohol will be stored on the deck.
- 3) All necessary City departments approve the deck.
- 4) The description on the petition to alter the premises should add “first floor partitions, second floor partitions, and staircase access control as per plans submitted on _____.
- 5) Sliding partitions remain secure unless also an emergency egress.
- 6) Elevator not part of the licensed premises.
- 7) An addition to the lease amendment with a description of the additional space exclusive use.

Votes Cast:

Joseph Devlin: Yes

Craig Holt: Yes

Richard Sharp: Yes

Donald Zabriskie: Yes

Brad Duffin: Yes

6. Pledge of License

- 1) Kigali Wine Col, Inc. dba Leary's Fine Wine & Spirits did not need to appear. No new pledge.

9. New Business

1) The commission discussed joining the Municipal Licensing Corporation, a professional membership organization.

Donald Zabriskie made a motion to join the organization, seconded by Joseph Devlin.

So voted by all.

10. Miscellaneous

1) The Parker River winery provided updated TIPs certifications and insurance.

2) Plan for October 2nd public hearing to discuss policies and procedures

3) Upcoming meeting dates are scheduled for Tuesday August 13, 2013 at 7pm at the Police Station Conference room, and as posted.

11. Adjourn

Motion to adjourn at 8:20pm by Joseph Devlin, seconded by Craig Holt. So voted.