



BOARD OF LICENSE COMMISSIONERS

City Hall, 718 Main Street

Fitchburg MA 01420

(978) 829-1820

Daniel Sarefield, Chairman

Richard Boscardin

John Zarrella

MINUTES OF MEETING

A special meeting of the Board of License Commissioners was held on June 5, 2020 over the Zoom meeting platform, and called to order by Commissioner Sarefield at 10:00 A.M. Commissioners Boscardin and Zarrella were also present. FPD Liaison Lieutenant Howe was present.

Also in attendance for the discussion session: Jackie and Scott Cullen, River Styx Brewing; Katie Marsh, Legends, JP, 99 Restaurant; Shannon of Hollis Farm; and a few callers who remained silent.

Representing the City of Fitchburg: The Honorable Mayor Stephen DiNatale; Mary Jo Bohart, Director of Economic Development; Stephanie Holinko, Board of Health Food Inspector; Tom Skwierawski, Executive Director of Community Development; Mark Barbadoro, Building Commissioner.

I. Public Forum

A public forum was opened for any business owners that wished to speak to the Governor's recent Order allowing outdoor seating and the regulations from the ABCC regarding Alteration of Premises licenses. Some topics for consideration were how businesses would staff, maintain appropriate distancing, cleaning, etc.

II. Discussion regarding the recent Governor's Order and updated information from the ABCC concerning Alteration of Premise applications and procedures.

Commissioner Sarefield spoke for the entire Commission and noted that they were very interested in supporting local businesses and looked forward to creating an easy process to facilitate them being able to get back to business.

Commissioner Sarefield stated that he had been working with Mark Barbadoro, Building Commissioner, and the Information Technology group, to create an online application that would assist in the process. He also asked the Commission to consider any conditional approvals they could anticipate while they looked at the process and gave the example of Local Roots.

Mr. Barbadoro stated that he expected that the application was almost complete, and he hoped that it would be available by the end of the day (Friday).

Tom Skwierawski, Executive Director of Community Development noted that the Committee Task Force for reopening had met and discussing outdoor seating had been a large part of the meeting. He hoped

that the process could be as frictionless as possible in order to address the hardships faced by businesses.

Commissioner Sarefield noted that the workflow should include a Certificate of Inspection/Occupancy Permit for the Special Temporary Extension of Premises.

Regulation for Outdoor Seating for Liquor Licenses in the City of Fitchburg

12.1 The liquor license holder is responsible for obtaining all necessary approvals from any other City Department as required by law when applying for an Alteration of Premise through the License Board. The application description will include the size of the outdoor area and the number of seating available. The License Board may place restrictions on the license based on comments and recommendations of other City Departments.

Motion: To temporarily suspend Rule 12.1 (Outdoor Seating Regulations) approved by Roll Call Vote 3/0.

Commissioner Sarefield noted that all other regulations would remain in force and that he recommended adopting a new regulation 13.1, as below:

Reg. 13.1

License holders may request to temporarily extend their license premises to contiguous outdoor space by using the City of Fitchburg's Special Temporary Extension of Licensed Premises application. The Board, at its discretion, may request any additional information or supporting documentation necessary to review the request. Such review will be conducted administratively by the Board. The granting of any such request shall be on a temporary, non-precedent setting basis and shall not constitute an alteration of premises nor serve as the basis for a permanent change to the licensed premises.

Motion: to adopt Regulation 13.1 as presented was approved by Roll Call Vote 3/0.

Commissioner Sarefield noted that under the terms of COVID #35 the temporary alternation of premises would be good until October 31, 2020 or at an earlier date if rescinded by the Governor, and also recommended that businesses reach out to Mr. Barbadoro or Mr. Holinko for specific questions relating to their businesses.

Three (3) Special Meetings were proposed for June 10th, 11th, and 12th in order to process any applications that were ready for approval by those dates. The Clerk will set them up accordingly.

The meeting adjourned at 11:00 A.M.

Respectfully submitted,

Mary de Alderete, City Clerk

Approved:



Daniel Sarefield, Chair



Richard Boscardin



John Zarrella