

**City of Malden
Massachusetts
200 Pleasant Street
Malden, MA 02148
Malden Licensing Board**

James S. Conway, Chairman
Arthur Doherty
Lee Kinnon

Diane M. Anthony, Clerk
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To: Honorable Members of the Malden City Council

CC: Mayor Gary Christenson

From: Members of the Malden Licensing Board

Date: April 2, 2015

In response to your request of March 2, 2015, we have attached the 2014 Annual Report for the Malden Licensing Board together with a list of fees collected in 2014.

If you have any questions or comments, please feel free to contact this this office.

ANNUAL REPORT OF THE MALDEN LICENSING BOARD

As a Members of the Malden Licensing Board, we, James S. Conway, Chairman; Arthur Doherty, Member; and Lee A. Kinnon, Member are providing this 2014 Annual Report in compliance with City of Malden Ordinance 1.7.

We are pleased to furnish to the City Council with this report of activities for the previous calendar year. This includes a statement of receipts and expenditures and a schedule of materials, tools and property of all kinds on hand over the past fiscal year.

OVERVIEW

1. One of the key elements of the Licensing Board's mission is to protect the public safety by ensuring that licenses are exercised in such a manner so as to protect the common good. To that end, our primary goal is to educate licensee's to prevent violations of the law.
2. Board Members attend educational seminars for any updates to the law of the ABCC Rules and Regulations.
3. The Alcoholic Beverages Control Commission encourages licensee's to be informed and responsible. Our goal is to help prevent problems before they happen.

The Board provides the State Guide to Liquor Laws and our own General Rules for Licensees of Alcoholic Beverages in the City of Malden for:

- a. Chapter 138, Sec. 12-Sales of Alcoholic Beverages to be drunk on the premises
- b. Chapter 138, Sec 15-Sales of Alcoholic Beverages not to be drunk on the premises.
- c. Entertainment – General rules for entertainment licenses granted to licensees pursuant to Massachusetts General Laws, Chapter 138, Section 12 for sales of alcoholic beverages to be drunk on the premises.

Any and all licenses issued by the Malden Licensing Board shall be governed by the Massachusetts General Laws, the Rules and Regulations of the Alcoholic Beverage Control Commission of the Commonwealth of Massachusetts and The Code of Massachusetts Regulations and the Rules and Regulations of the Malden Licensing Board.

SECTION 1

STRUCTURE OF THE MALDEN LICENSING BOARD

James S. Conway is the Chairman of the Malden Licensing Board and serves with Board Members, Arthur Doherty and Lee A. Kinnon. Diane Anthony serves as Clerk to the Board.

- | | |
|------------------------|----------|
| A. Number of employees | <u>4</u> |
| a) Managers | _____ |
| b) Staff | _____ |
| c) Union | _____ |
| d) Full-Time | _____ |
| e) Part-Time | _____ |

- f) Amount of Unfilled Positions _____
- g) Other (Please Specify)_____

B. Insert Organizational Chart here

James S. Conway
Chairman

Arthur Doherty
Board Member

Lee A. Kinnon
Board Member

Diane M. Anthony
Clerk

**SECTION 2
FACILITIES**

The Malden Licensing Board requires one office with enough space to accommodate 2 desks and at least 5 file cabinets. Currently the Board's Offices are included within the space of the City Solicitor's Office.

A. Facilities needed to accommodate your Department (*Estimate the amount of space that is needed for your staff, equipment, public interaction, etc. Estimate on per square foot basis*)

THE MALDEN LICENSING BOARD IS LOCATED WITHIN THE OFFICE OF THE CITY SOLICITOR

- a) Space needed for personnel _____
- b) Space needed for files _____
- c) Space needed for equipment _____
- d) Other _____
- TOTAL _____

REVENUE

The Malden Licensing Board collects revenue from the following:

1. \$200 fee assessed for each application that comes before the Board. This is paid by check and deposited by the Clerk of the Licensing Board to the Treasurer's Office.
2. \$100 for special one day licenses paid by check and deposited by the Clerk to the Treasurer's Office
3. Renewal Fees are paid directly to the Treasurer's Office-the Clerk does not collect Renewal Fees.

B. All Revenues that came into the Department (*See attached List of Revenue/Income from the Licensing Board for Calendar Year 2014 attached hereto- \$188,600.00.*)

- a) City Budget _____
- b) State Budget _____
- c) Federal Budget _____
- d) Grant Monies _____

- e) Licenses/Fees
- f) Other

**SECTION 4
EXPENDITURES**

This Section should contain a brief summary about the expenditures from your department.

- A. All Expenditures that came out of the Department *(Insert List of accounts with amounts here or fill out below)*
 - a) Personnel Costs \$9,300.00
 - i) Overtime Breakdown _____
 - b) Equipment Costs _____
 - i) Breakdown _____
 - c) Postal Costs _____
 - i) Breakdown _____
 - d) Printing Costs _____
 - i) Breakdown _____
 - \$1,000.00**
 - i) Breakdown _____
 - e) Leasing Costs _____
 - i) Breakdown _____
 - f) Other (Please Specify) _____ _____

**SECTION 5
ASSETS**

This Section should contain a brief summary about the assets of your department.

- A. Provide a Listing of All Major Assets Under the Control of Your Department. *(This should include materials, tools, vehicles, equipment and property on hand over the last fiscal year.)*

THE MALDEN LICENSING BOARD IS LOCATED WITHIN THE OFFICE OF THE CITY SOLICITOR AND USES THE MATERIALS, TOOLS AND EQUIPMENT OF THE CITY SOLICITOR'S OFFICE.

SECTION 6 PROGRAMS

This Section should contain a brief summary about the various programs in your department.

- A. Provide a Listing of All Programs Under the Direction of Your Department. *(Please detail where and how these programs originate from, i.e. statutory, internal, etc.)*
Examples include, Water Meter Program, Street Sweeping Program, etc.

NOT APPLICABLE

SECTION 7 CHALLENGES

- A. Provide a brief description of the major challenges that the Department deals with.
List Three Challenges that your Department Confronts on a Regular Basis, what issues should the Council know about?
- 1. The Licensing Board needs to determine whether there is a public need when reviewing applications for additional package stores;**
 - 2. The Licensing Board has to determine whether new liquor licenses for restaurants are desirable for both the business and the neighborhood the business inhabits;**
 - 3. Provide appropriate discipline to violators while also investigating violation notices provided by the Malden Police Department**

SECTION 8 OPPORTUNITIES

- A. Provide a brief description of Ways that the Department could take advantage of. *List Provide Three Opportunities that you foresee for your Department.*
- 1. Educate and keep informed all liquor license holders and changes in State Law or Local Ordinance which may pertain to the successful operation of a business**
 - 2. Monitor compliance by liquor license holders of State Law and Local Ordinance to ensure that laws are being obeyed.**
 - 3. Monitor license holders with regard to the public safety by carefully watching for incidents of overcrowding, over-serving, or serving of minors.**

SECTION 9 CONCLUSION

Please Note-

The report of the Building Inspector shall contain detailed descriptions and valuations for all real estate owned by the City or under the control of the Malden Redevelopment Authority.

The report of the Public Works Commission shall contain an evaluation of the condition of streets, sidewalks, sewers, parks, playgrounds and drains.

The report of the City Engineer shall contain an evaluation of the condition of all bridges and culverts in the City.

The report of the Insurance Committee shall detail the status of all fire and boiler insurance contracts

2014	FOR:	DATE:	AMOUNT:
YMCA- Road Race	1 day license 2/15/2014	1/29/2014	\$ 100.00
YMCA-Taste of Malden	1 day license 4/7/2014	1/29/2014	\$ 100.00
Lyons Liquor-License Transfer	Application fee	1/29/2014	\$ 200.00
Wow Barbeque	Application fee	1/29/2014	\$ 200.00
Mystic Station	Application fee	1/29/2014	\$ 200.00
Doctor's Express	1 day license 3/20/14	2/18/2014	\$ 100.00
Stop & Shop	Application fee	3/18/2014	\$ 100.00
American Legion	Application fee	3/18/2014	\$ 200.00
Malden Library	1 day license 5/9/2014	3/18/2014	Fee waived
Donimo's Place	Application fee	3/18/2014	\$ 200.00
Bossa Nova	Application fee	3/18/2014	\$ 200.00
Yongyong Restaurant	Application fee	6/17/2014	\$ 200.00
B & B Caffe, LLC	Application fee	9/16/2014	\$ 200.00
Kappy's 325 Bennett Highway	Application fee	9/16/2014	\$ 200.00
Dockside at Riverview	Application fee	9/16/2014	\$ 200.00
YMCA	1 day license on 11/13/2014	10/22/2014	\$ 100.00
Stock Pot Malden	1 day license on 11/6/2014	10/22/2014	\$ 100.00
Temple Tifereth Israel-Bulgarian Ctr	1 day license 11/9/2014	10/22/2014	\$ 100.00
Broadway Foods d/b/a Mixx 360	Application fee	10/22/2014	\$ 200.00
1986 KTV	Application fee	10/2/2014	\$ 200.00
Mandarin Malden	Application fee	11/4/2014	\$ 200.00
Stop & Shop	Application fee	11/18/2014	\$ 100.00
Patio on Broadway	Application fee	11/18/2014	\$ 200.00
Ming Seafood	Application fee	12/9/2014	\$ 200.00
Quarrystone Convenience	Application fee	12/9/2014	\$ 200.00
Moose	2015 Renewal fee	12/16/2014	\$ 2,425.00
621	2015 Renewal fee	12/19/2014	\$ 3,625.00
Anthony's	2015 Renewal fee	12/18/2014	\$ 3,875.00
Dockside	2015 Renewal fee	12/17/2014	\$ 3,875.00
Hibernian's	2015 Renewal fee	12/22/2014	\$ 2,050.00
Elks	2015 Renewal fee	12/18/2014	\$ 1,800.00
Papa's	2015 Renewal fee	12/29/2014	\$ 3,875.00
ITAM WWV	2015 Renewal fee	12/17/2014	\$ 2,175.00
DAV	2015 Renewal fee	12/18/2014	\$ 2,300.00
Oak Grove Variety	2015 Renewal fee	12/23/2014	\$ 1,200.00
Kappy's 325 Bennett Highway	2015 Renewal fee	12/16/2014	\$ 2,500.00
Locke Liquor Store	2015 Renewal fee	12/22/2014	\$ 2,500.00
M & M Liquors	2015 Renewal fee	12/15/2014	\$ 2,500.00
Pumpsy's	2015 Renewal fee	12/15/2014	\$ 2,500.00
Kappy's, 77 Commercial St.	2015 Renewal fee	12/16/2014	\$ 2,500.00
Kappy's, 746 Main Street	2015 Renewal fee	12/16/2014	\$ 2,500.00
Ricci's	2015 Renewal fee	12/18/2014	\$ 2,500.00
Edge Liquor's	2015 Renewal fee	12/29/2014	\$ 2,500.00
Sunnyhurst	2015 Renewal fee	12/17/2014	\$ 1,200.00
Vernon's	2015 Renewal fee	12/11/2014	\$ 2,500.00
Jackson Suite	2015 Renewal fee	12/15/2014	\$ 2,175.00
Stop & Shop	2015 Renewal fee	12/18/2014	\$ 2,500.00
Joti Palace	2015 Renewal fee	12/22/2014	\$ 2,625.00
Sun Kong	2015 Renewal fee	12/23/2014	\$ 3,250.00
One Stop Mart	2015 Renewal fee	12/18/2014	\$ 1,200.00
Pisa Pizza	2015 Renewal fee	12/29/2014	\$ 3,125.00
Hugh O'Neill's	2015 Renewal fee	12/17/2014	\$ 3,875.00
Pasta Market	2015 Renewal fee	12/22/2014	\$ 2,200.00

Summer Street Fruit	2015 Renewal fee	12/15/2014	\$	1,500.00
Fuloon	2015 Renewal fee	12/22/2014	\$	3,125.00
Ryan Family Amusements	2015 Renewal fee	12/18/2014	\$	2,750.00
Serena Ristorante	2015 Renewal fee	12/29/2014	\$	3,125.00
John Brewer's Tavern	2015 Renewal fee	12/22/2014	\$	3,375.00
Hebesha	2015 Renewal fee	12/22/2014	\$	2,875.00
Jack's Ristorante	2015 Renewal fee	12/29/2014	\$	3,125.00
Dockside at Riverview	2015 Renewal fee	12/17/2014	\$	3,375.00
Mystic Station	2015 Renewal fee	12/17/2014	\$	3,375.00
Dom's Sausage	2015 Renewal fee	12/17/2014	\$	1,500.00
Aum Convenience	2015 Renewal fee	12/22/2014	\$	1,500.00
B & B Caffè, LLC	2015 Renewal fee	12/29/2014	\$	3,000.00
Oya Cuban Café	2015 Renewal fee	12/29/2014	\$	2,875.00
1986 KTV	2015 Renewal fee	12/16/2014	\$	3,250.00
Yongyong Restaurant	2015 Renewal fee	12/19/2014	\$	3,125.00
Bling Entertainment	2015 Renewal fee	12/16/2014	\$	3,700.00
Wow Barbeque	2015 Renewal fee	12/16/2014	\$	3,250.00
Donimo's Place	2015 Renewal fee	12/11/2014	\$	2,500.00
Mandarin Malden	2015 Renewal fee	12/11/2014	\$	2,500.00
All Season's Table	2015 Renewal fee	12/29/2014	\$	3,375.00
Broadway Foods d/b/a Mixx 360	2015 Renewal fee	12/29/2015	\$	4,125.00
Eagles	2015 Renewal fee	12/29/2015	\$	2,050.00
Italian American Citizens Club	2015 Renewal fee	12/29/2015	\$	1,800.00
Pearl Street Station	2015 Renewal fee	12/30/2014	\$	4,000.00
Irish American	2015 Renewal fee	12/30/2014	\$	2,175.00
Salem Street Market	2015 Renewal fee	12/30/2014	\$	1,200.00
Saigon Noodle	2015 Renewal fee	12/30/2014	\$	2,625.00
Exchange Street Bistro	2015 Renewal fee	12/30/2014	\$	3,125.00
Ravi's Pasta	2015 Renewal fee	12/30/2014	\$	3,500.00
Club Adriatic	2015 Renewal fee	12/29/2014	\$	2,050.00
American Legion	2015 Renewal fee	12/30/2014	\$	2,175.00
Ferry Street Food & Drink	2015 Renewal fee	12/30/2014	\$	3,375.00
Oppa's Kitchen	2015 Renewal fee	12/30/2014	\$	3,625.00
Robinson's	2015 Renewal fee	12/30/2014	\$	1,500.00
Bossa Nova	2015 Renewal fee	12/30/2014	\$	3,375.00
VFW	2015 Renewal fee	12/31/2014	\$	2,300.00
East Side Athletic	2015 Renewal fee	12/31/2014	\$	2,175.00
Patrick's	2015 Renewal fee	12/31/2014	\$	4,125.00
Patio on Broadway	2015 Renewal fee	12/31/2014	\$	3,750.00
Lyon Liquor	2015 Renewal fee	12/31/2014	\$	2,500.00
			\$	188,600.00