

## ANNUAL REPORT OF THE MALDEN LICENSING BOARD

As a Members of the Malden Licensing Board, we, James S. Conway, Chairman and Lee A. Kinnon, Member (recently Member Judi Bucci has resigned and we awaiting confirmation of an additional Board Member) are providing this 2016 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, Lee A. Kinnon with a current vacancy and 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

**Vacancy**  
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 Chairman's Office is located in the same office as the City Solicitor. File cabinets 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 2016 attached hereto-\$190,950.00*)

- 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 **\$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*

2016	For:	Date	Amount
Eritrean Cultural Center	1 Day license 2/14/16	1/19/2016	\$ 100.00
Select Wines Inc -Salem St Mkt.	Application Fee	1/19/2016	\$ 200.00
Eritrean Cultural Center	1 Day license 3/5/2016	2/11/2016	\$ 100.00
Eritrean Cultural Center	Application Fee	3/15/2016	\$ 200.00
Kappy's, 746 Main Street	Application Fee	3/15/2016	\$ 200.00
Wow Barbeque	Application Fee	3/15/2016	\$ 200.00
Papa's	Addl. Entertainment	4/13/2016	\$ 375.00
Sichuan Taste	Entertainment 2016	4/12/2016	\$ 250.00
Idle Hande	License Fee	5/18/2016	\$ 2,500.00
Ibasaw	Entertainment 2016	5/23/2016	\$ 500.00
Boda Borg Boston	1 day license	6/15/2016	\$ 100.00
Ming Seafood	3- 1 day entertainment	8/22/2016	\$ 300.00
YMCA	1 day - 10/23	9/28/2016	\$ 100.00
El Potro	Application Fee	9/27/2016	\$ 200.00
Sichuan Taste	Application Fee	9/27/2016	\$ 200.00
Ming Seafood	1 day 10/16	10/12/2016	\$ 100.00
Retail Beverage Partners	Application Fee	10/18/2016	\$ 200.00
NCU, LLC d/b/a Salemwood	Application Fee	10/18/2016	\$ 200.00
<b>RENEWALS FOR 2017:</b>			
<b>(Liquor License &amp; Entertainment)</b>			
Sichuan Taste	Renewal Fee	12/14/2016	\$ 3,250.00
Ryan Family Amusements	Renewal Fee	12/14/2016	\$ 2,750.00
Locke Liquor Store	Renewal Fee	12/15/2016	\$ 2,500.00
Summer Street Fruit	Renewal Fee	12/14/2016	\$ 1,500.00
Ricci's Liquor Mart	Renewal Fee	12/14/2016	\$ 2,500.00
Jackson Suite	Renewal Fee	12/14/2016	\$ 2,175.00
Henry's Patio	Renewal Fee	12/13/2016	\$ 3,125.00
Kappy's, 746 Main Street	Renewal Fee	12/13/2016	\$ 2,500.00
Kappy's, 325 Bennett Highway	Renewal Fee	12/13/2016	\$ 2,500.00
Kappy's, 77 Commercial Street	Renewal Fee	12/13/2016	\$ 2,500.00
621 Tavern & Grille	Renewal Fee	12/16/2016	\$ 3,750.00
Pasta Market	Renewal Fee	12/13/2016	\$ 2,200.00
Sousaka Bistro	Renewal Fee	12/13/2016	\$ 3,250.00
Club Italia	Renewal Fee	12/13/2016	\$ 1,925.00
Ibasaw	Renewal Fee	12/14/2016	\$ 3,250.00
Anthony's	Renewal Fee	12/13/2016	\$ 3,750.00
Vernon's Liquors	Renewal Fee	12/13/2016	\$ 2,500.00
One Stop Mart	Renewal Fee	12/13/2016	\$ 1,500.00
Jack's Ristorante	Renewal Fee	12/15/2016	\$ 3,250.00
Oak Grove Variety	Renewal Fee	12/15/2016	\$ 1,500.00
Pisa Pizza	Renewal Fee	12/21/2016	\$ 3,125.00
Saigon Noodle	Renewal Fee	12/20/2016	\$ 2,625.00
Hugh O'Neill's	Renewal Fee	12/20/2016	\$ 3,875.00
Fuloon	Renewal Fee	12/19/2016	\$ 3,125.00
Yong Yong	Renewal Fee	12/20/2016	\$ 3,125.00
Ming Seafood	Renewal Fee	12/19/2016	\$ 3,750.00
Eritrean Cultural Center	Renewal Fee	12/21/2016	\$ 2,175.00
Loyal Order of Moose	Renewal Fee	12/27/2016	\$ 2,425.00
Hibernians	Renewal Fee	12/22/2016	\$ 2,050.00
Italian American WWV	Renewal Fee	12/21/2016	\$ 2,175.00
D.A.V.	Renewal Fee	12/27/2016	\$ 2,300.00
John Brewers Tavern	Renewal Fee	12/27/2016	\$ 3,375.00
El Potro	Renewal Fee	12/23/2016	\$ 3,250.00
Mystic Station	Renewal Fee	12/21/2016	\$ 3,250.00

Dom's Sausage	Renewal Fee	12/21/2016	\$ 1,500.00
Idle Hands - Pouring Permit	Renewal Fee	12/22/2016	\$ 2,875.00
Dockside Centre Street	Renewal Fee	12/27/2016	\$ 3,875.00
Pearl Street Station	Renewal Fee	12/28/2016	\$ 4,000.00
M & M Liquor Mart	Renewal Fee	12/27/2016	\$ 2,500.00
Sunnyhurst Farms	Renewal Fee	12/28/2016	\$ 1,500.00
Retail Beverage Partners	Renewal Fee	12/27/2016	\$ 2,500.00
Joti Palace	Renewal Fee	12/27/2016	\$ 2,625.00
Exchange Street Bistro	Renewal Fee	12/27/2016	\$ 3,250.00
All Seasons Table	Renewal Fee	12/27/2016	\$ 3,375.00
Habesha Restaurant	Renewal Fee	12/27/2016	\$ 2,625.00
Dockside at Riverview	Renewal Fee	12/27/2016	\$ 3,375.00
Quarystone Convenience	Renewal Fee	12/27/2016	\$ 1,500.00
B & B Café	Renewal Fee	12/27/2016	\$ 3,375.00
Wow Barbeque	Renewal Fee	12/27/2016	\$ 3,250.00
Luxury Box Mixx 360	Renewal Fee	12/28/2016	\$ 4,125.00
Patricks	Renewal Fee	12/28/2016	\$ 4,125.00
American Legion	Renewal Fee	12/28/2016	\$ 2,300.00
1986 KTV	Renewal Fee	12/28/2016	\$ 3,250.00
Robinsons	Renewal Fee	12/29/2016	\$ 1,500.00
Lyons Liquor	Renewal Fee	12/29/2016	\$ 2,500.00
Pumpsy's	Renewal Fee	12/29/2016	\$ 2,500.00
East Side AA	Renewal Fee	12/29/2016	\$ 2,050.00
Irish American	Renewal Fee	12/29/2016	\$ 2,300.00
Sun Kong	Renewal Fee	12/29/2016	\$ 3,250.00
Papa's Restaurant	Renewal Fee	12/29/2016	\$ 4,125.00
Italian American Citizens	Renewal Fee	12/29/2016	\$ 1,925.00
Ferry Street Food & Drink	Renewal Fee	12/30/2016	\$ 3,250.00
Eagles Club	Renewal Fee	12/30/2016	\$ 2,050.00
Edge Liquors	Renewal Fee	12/29/2016	\$ 2,500.00
Select Wines Inc -Salem St Mkt.	Renewal Fee	12/29/2016	\$ 1,500.00
Oppas Kitchen & Bar	Renewal Fee	12/29/2016	\$ 3,625.00
Serena Ristorante	Renewal Fee	12/29/2016	\$ 3,125.00
TOTAL COLLECTED 2016			\$ 190,950.00