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Gary Christenson, Mayor

**2019 ANNUAL BOARD/COMMISSION REPORT TO THE CITY CLERK
PURSUANT TO CITY OF MALDEN ORDINANCE 1.7**

I. Preliminary Information

Name of Board or Commission:	Malden Liquor Licensing Board
Name of Chair:	James S. Conway
Name of Clerk:	Diane M. Anthony Gillis
Number of Members:	3
No. of meetings held per year:	10-12
Explain how Board/Commission has fulfilled functions in the past year:	Board holds monthly meetings to review applications and also hold hearings for disciplinary actions when necessary. Board Members also visit licensee's premises several times each year for training purposes and to make sure licensees are following Rules and Regulations.

Please list Members' names, addresses, date of appointment and when term expires: *(attach additional sheets if necessary)*

MEMBERS	APPOINTMENT DATE (Most Recent)	TERM EXPIRES
James S. Conway	1/18/2017	6/1/2022
Lee A. Kinnon	6/4/2014	6/1/2020
Andrew Zeiberg	3/7/2017	6/1/2024

2. Overview of Board/Commission

Please issue a brief statement about the general purpose and mission of this Board/Commission:

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.

3. REVENUE: Please list the revenue(s) coming into this Board/ Commission. **NOT APPLICABLE**

From City Budget	Received from City Budget FY 2019 – Operating Costs: \$1,000.00 Stipends: <table border="1" style="margin-left: 20px;"> <tr> <td>Conway, James</td> <td>Chairperson</td> <td>6,000</td> </tr> <tr> <td>Kinnon, Lee</td> <td>Member</td> <td>5,000</td> </tr> <tr> <td>Zeiberg, Andrew</td> <td>Member</td> <td>5,000</td> </tr> <tr> <td>Gillis, Diane</td> <td>Clerk</td> <td>3,600</td> </tr> <tr> <td>Total Stipends</td> <td></td> <td>19,600</td> </tr> </table>	Conway, James	Chairperson	6,000	Kinnon, Lee	Member	5,000	Zeiberg, Andrew	Member	5,000	Gillis, Diane	Clerk	3,600	Total Stipends		19,600
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Zeiberg, Andrew	Member	5,000														
Gillis, Diane	Clerk	3,600														
Total Stipends		19,600														
From State Budget																
From Federal Budget																
Grant Monies																
Licenses/Fees	Collected 2018 - \$180,650.00															
Other																

4. EXPENDITURES: Please list the expenditures of this Board/Commission. **NOT APPLICABLE**

Expenditures of Board/Commission	Explanation
Personnel Costs	\$19,600.00
Equipment Costs	
Postal Costs	
Leasing Costs	
Other	\$1,000.00 supplies, etc.

5. ASSETS: Please list all major assets under the control of this Board/Commission. *(Please include materials, tools, vehicles, equipment and property on hand as of 12/31/19.* **NOT APPLICABLE X**

Asset	Value
N/A	

6. **PROGRAMS:** Please list all programs under the direction of this Board/Commission. (Please detail where and how these programs originate, i.e. statutory, internal, etc.)

NOT APPLICABLE X

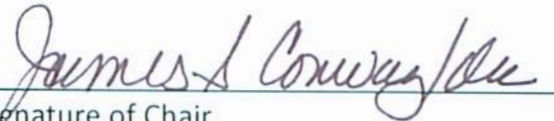
Program	Description

7. **CHALLENGES:** Provide a brief description of three challenges this Board/Commission faces.

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

8. **GOALS:** Describe three goals this Board/Commission has for the year ahead.

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.


 Signature of Chair

Date: 3/13/19