



www.cityofmalden.org

Gary Christenson, Mayor

**2021 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:	Lee A. Kinnon
Name of Clerk:	Diane M. Gillis
Number of Members:	2 plus Chair
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, date of appointment and when term expires: *(attach additional sheets if necessary)*

NAME	APPOINTMENT DATE	TERM EXPIRES
Lee A. Kinnon, Chairman	6/1/2020	6/1/2026
Andrew Zeiberg, Member	6/1/2018	6/1/2024
Frances Lin, Member (filled vacancy from James S. Conway)	6/1/2020	6/1/2022

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 Liquor 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 licensees 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 ABCC encourages licensee's to be informed and responsible. Our goal is to 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 to be 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 Liquor 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 Liquor Licensing Board.

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

From City Budget	Received from City Budget FY2021 Operating Costs \$1,000 Stipends: Lee A. Kinnon, Chairperson \$6,000 Andrew Zeiberg, Member \$5,000 Frances Lin, Member \$5,000 Diane Gillis, Clerk \$3,600 Total Stipends \$19,600
From State Budget	<i>Not applicable</i>
From Federal Budget	<i>Not applicable</i>
Grant Monies	<i>Not applicable</i>
Licenses/Fees	<i>2021 Renewal Fees – Waived due to COVID-19 economic impact on licensees</i>
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 – 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 12/31/20.* **NOT APPLICABLE X**

Asset	Value
-------	-------

<i>Not applicable</i>		

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
<i>Not applicable</i>	

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

1.	The Liquor Licensing Board needs to determine whether there is a public need when reviewing applications for additional package stores
2.	The Liquor 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 liquor license holders with regard to the public safety by carefully watching for incidents of overcrowding, over-serving or serving of minors.

Ree A. Kinnor /dk
Signature of Chair

Date: 4/15/2021