



TOWN OF EAST LONGMEADOW  
60 CENTER SQUARE  
EAST LONGMEADOW, MA 01028

**TOWN COUNCIL**

(413) 525-5400 ext. 1100

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**LICENSING COMMITTEE MEETING**

July 20, 2020, 10:00 a.m.

Via Zoom Webinar

Present: Councilor Pat Henry, Councilor Kathy Hill, Councilor Tom O'Connor, Aldo Fazio, Cathy Hood, and Town Clerk/Clerk of the Council Jeanne Quaglietti

Chair O'Connor opened the meeting at 10:08 a.m. and said the first order of business is to reorganize the officers of the Licensing Committee. Councilor Henry nominated Councilor Kathy Hill as Chair, and Councilor Hill seconded. A roll call vote was taken: Councilor Henry-yes; Councilor Hill-yes; Vice President O'Connor-yes; Mr. Fazio-yes; Ms. Hood-yes.

**APPROVAL OF JUNE 30, 2020 MINUTES**

**Motion:** Vice President O'Connor made a motion to accept the Town Council Licensing Committee minutes of June 30, 2020. Mr. Fazio seconded and a roll call vote was taken: Councilor Henry-yes; Councilor Hill-yes; Councilor O'Connor-yes; Mr. Fazio-yes; Ms. Hood-yes.

Chair Hill returned to discussion from June 30 relative to creating a policy for a procedure for licensees that have a license and are simply holding it and not using it on a day to day basis.

Vice President O'Connor said that after their last meeting he still had not received anything in writing from the ABCC relative to that issue, after attempting to contact them a number of times. The ABCC told him that a hearing has to be held for each establishment and then they are given six months to make use of the liquor license, or the license will be revoked. He asked Assistant Town Clerk Jackie Sullivan to try to contact the ABCC to try to get something from them in writing relative to what he was told. Ms. Sullivan was successful in reaching them and was told there is nothing in writing; it is a strong recommendation from the ABCC.

There was much discussion as to whether the procedure should be a "policy" or a "bylaw". The Committee agreed to address any licensees who are not using their license on a case by case basis, and because each case could have unique circumstances, they didn't want to be restricted to the provisions of a bylaw.

**Motion:** Councilor Henry moved that the Licensing Committee recommend that the issue of unused liquor licenses be addressed on an individual basis by the Local Licensing Authority, rather than creating a bylaw. Mr. Fazio seconded and a roll call vote was taken: Councilor Henry-yes; Councilor Hill-yes; Councilor O'Connor-yes; Mr. Fazio-yes; Ms. Hood-yes.

The Committee agreed that a letter would go out in September from the Local Licensing Authority (LLA) to those licensees who are not using their licenses, giving them warning of the new policy, which will be in effect on January 1, 2021. In October Ms. Quaglietti will be sending out renewal letters to all licensees, and in that letter she will announce the policy, as well.

There will be a report of the Licensing Committee to the Town Council at the Council's August 11, 2020, meeting.

**Motion:** Ms. Hood made a motion to adjourn at 10:39 a.m. Mr. Fazio seconded and a roll call vote was taken: Councilor Henry-yes; Councilor Hill-yes; Councilor O'Connor-yes; Mr. Fazio-yes; Ms. Hood-yes.

Respectfully submitted,

Jeanne R. Quaglietti  
Town Clerk/Clerk of the Council