



# BOARD OF LICENSE COMMISSIONERS

City Hall, 718 Main Street

Fitchburg MA 01420

(978) 829-1820

Daniel Sarefield, Chairman

Richard Boscardin

John Zarrella

## MINUTES OF MEETING

*A regular meeting of the Board of License Commissioners was held on July 19, 2021 over the Zoom meeting platform, and called to order by Commissioner Sarefield at 6:01 PM. Commissioners Boscardin and Zarrella were also present at the meeting. FPD Liaison Lieutenant Howe was present. Amanda Alford, Assistant City Clerk was present.*

### **I. REVIEW AND APPROVAL OF MINUTES OF PRIOR MEETING(S)**

*The minutes of July 7, 2021 were approved by unanimous consent 3/0.*

### **II. APPLICATIONS:**

#### **Change of Manager**

*Strong Style Coffee, 37 Boulder Drive, from Eirean Bradly to Kimberly Jones. (Application continued from July 7, 2021)*

*Ms. Jones was present at the meeting. Commissioner Sarefield asked whether a vote of the corporate board had taken place. Ms. Jones confirmed that it was in the packet. Application approved by unanimous roll call vote 3/0.*

#### **Solicitor**

Lee Garafola, for Residential Solar Panels

*Mr. Garafola was present at the meeting. Commissioner Sarefield reminded Mr. Garafola to contact Dispatch each day that he worked in Fitchburg, wear his approved license, and also wear identifying clothing for the business. Lieutenant Howe stated the Dispatch number (978-345-4355). Application approved by unanimous roll call vote 3/0.*

Corey Howard, for Free Exterior Home Remodeling Estimates  
Anthony R. Minasian, for Free Exterior Home Remodeling Estimates  
Leo Romero, for Free Exterior Home Remodeling Estimates

*Mr. Howard, Mr. Minasian, and Mr. Romero were all present at the meeting. Commissioner Boscardin asked the applicants whether they did the work themselves. Mr. Howard explained that while they did subcontract out the work, they also had vetted the contractors and were responsible for them overall, and no bidding was required. Commissioner Sarefield reminded the applicants of the same qualifications for doing business in Fitchburg, and reiterated the need to contact Dispatch daily. All three applications were approved by unanimous roll call vote 3/0.*

### **Special One Day License**

Compass Group NA, dba Chartwells Dining Services, for Beer Garden event Saturday, October 2, 2021 from Noon to 5PM at Fitchburg State University, 160 Pearl Street, University Main Quad, between Percival Hall and Anthony Building.

*Applicant was not present. Motion to move the application to the License Commission meeting of September 8, 2021 was approved by unanimous consent 3/0.*

Compass Group NA, dba Chartwells Dining Services, for 50<sup>th</sup> Reunion event Saturday, October 2, 2021 from 6PM to 9PM at Fitchburg State University, 160 Pearl Street, Hammond Building Main Lounge, Located on First Floor.

*Applicant was not present. Motion to move the application to the License Commission meeting of September 8, 2021 was approved by unanimous consent 3/0.*

LUK Crisis Center, Inc., 545 Westminster Street for 50<sup>th</sup> Anniversary Reunion/Staff Appreciation event Saturday, September 25, 2021 from 1PM to 6PM at Finnish Center at Saima Park, 67 Scott Road.

*Mike Roberts, representative for LUK Crisis Center, was present. Mr. Roberts noted that the food and alcohol would be catered by vendors. Application was approved by unanimous roll call vote 3/0.*

City of Fitchburg for Civic Days, event Sunday, August 22, 2021 from Noon to 8PM at Riverfront Park. Nate LaRose, Recreation Director, Patrick Hare, Chief of Staff, and Mr. Joe Novelli, representative for the Police Athletic League of North Central Massachusetts were present at the meeting.

*Mr. LaRose noted that the application should be amended to show the Police Athletic League (PAL). Application was approved by unanimous roll call vote 3/0.*

### **Sunday Entertainment Permit**

City of Fitchburg for Civic Days, event Sunday, August 22, 2021 from Noon to 8PM at Riverfront Park. Application was approved by unanimous roll call vote 3/0.

**III. DISCUSSION AND APPROVAL PROCESS FOR ANY TEMPORARY ALTERATION OF PREMISES LICENSES, AS REQUIRED (River Styx)**

*Ms. Jackie Cullen, owner of River Styx, was present at the meeting. The Commission discussed the prior approval, which had encompassed half of the existing parking area. The current application would expand the area to be 100' x 115 feet. Ms. Cullen also noted that she would like the change to be a permanent part of her approved area and would be applying for a Change of Premises with the ABCC. Lieutenant Howe noted that as construction on Boulder Drive was ongoing, he would be more comfortable with minimizing the expansion so that the clientele would be at less risk of an accident due to the increased traffic issues. Ms. Cullen agreed to temporarily modify the application to the area of 80' x 115 while the construction was being done, and will also reach out to Tom Skwierawski, Executive Director of Community Development and Planning, to ask about the possibility of adding jersey barriers in order to provide further protection for her customers. Commissioner Sarefield noted that if Ms. Cullen wished to extend the license to Sundays, the application would have to be modified or amended for a future meeting as sign offs from other Departments would need to be reviewed. Motion to approve the application for temporary alteration of premises with the revised, temporary restriction (due to construction) of the area to 80' x 115' was approved by unanimous roll call vote 3/0.*

**IV. DISCUSSION – Review of Kingston Island Cuisine site visit (if completed).**

*Commissioners visited Kingston Island on an unscheduled visit and noted that the owner, Ms. Graham, was welcoming and expressed the same concerns the Commission had with public urination near the establishment. She stated that they had planned for extra surveillance cameras, as well as assigning staff members to patrol the area more vigilantly, and that Mr. Graham, co-owner of the restaurant had rented a power washer to clean the front of the building. As Ms. Graham seemed responsive and proactive to the issue, the Commission agreed that no further action was required at this time.*

**V. DISCUSSION – Lodging House Review**

*Ms. Liz Murphy, Director of Housing and Development, was present at the meeting. Ms. Murphy gave a brief review of the application, which had been revised in 2019, and noted that she had sent letters with revised applications to known or suspected lodging houses in February of 2020 asking for their renewal. Due to restrictions of COVID-19, inspections were not able to be performed, and until recently, the licenses could not be renewed. Ms. Murphy stated that she was concerned for a few locations that had been court ordered to add sprinklers, but to her knowledge had still not done so. Commissioner Boscardin asked whether the License Commission had the authority to act on this issue. Lieutenant Howe noted that, in general, the Fire Department had the power to ensure compliance.*

*Ms. Murphy stated that while that was true, the License Commission had the power to issue, deny, or revoke a license. Commissioner Boscardin questioned the difference between a shelter, student housing, and a lodging house. Ms. Murphy explained that they were defined in the Zoning Code and that student housing was required to be in the student housing overlay district.*

*After discussion, the Commissioners agreed that Ms. Murphy would forward her prior information to the Clerk's Office, and a letter would be drafted to send to any known/suspected lodging houses by certified mail, allowing 45 days from the date of the correspondence for compliance. The matter would be referred to either the first or second meeting of the Commission in September.*

*Ms. Murphy will also speak to the IT Department in order to add the Lodging House application to the View Permit software to make it available online. Commissioner Sarefield asked that any correspondence regarding this from the City Solicitor or Assistant City Solicitor also be forwarded to the Commission for their review, along with any legal reviews on the role of the License Commission regarding this matter.*

**CORRESPONDENCE**

*ABCC Actions – placed on file in the City Clerk’s Office*

**VI. NEW BUSINESS - None**

The meeting adjourned at 8:17 PM

Respectfully submitted,

Mary de Alderete, City Clerk

Approved:



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Daniel Sarefield



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Richard Boscardin



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John Zarrella