



Haverhill

License Commission, Room 118
Phone: 978-374-2312 Fax: 978-373-8490
cityclerk@cityofhaverhill.com

LICENSE COMMISSION MINUTES
Thursday, January 4, 2024, at 6:00 p.m.-Room 202
VIRTUAL and in person meeting

Attending: Chairperson Laura Angus, Commissioner Linda Koutoulas, Commissioner Patrick Driscoll, Lic. Clerk Jennifer Sanchez, Sergeant Kevin Lynch, HPD.

1) PLEDGE OF ALLEGIANCE

2) APPROVAL OF THE MINUTES

2.1 Approval of the Minutes of December 7, 2023

Commissioner Koutoulas said she read the minutes, they appear to be in order, and she requests them to be placed on file.

Commissioner Koutoulas made a motion to approve the minutes of December 7, 2023. This was seconded by Commissioner Driscoll. No public comment, vote unanimous, motion passed.

2.2 Approval of the Minutes of December 14, 2023.

Commissioner Koutoulas said she has read the minutes of December 14, 2023, also and they appear to be in order and she requests them to be placed on file.

Commissioner Koutoulas made a motion to approve the minutes of December 14, 2023. This was seconded by Commissioner Driscoll. No public comment, vote unanimous, motion passed.

3) CONTINUED BUSINESS

No Schedule

4) MISCELLANEOUS APPLICATIONS/ REQUESTS

No Schedule

5) ONE DAY APPLICATIONS

5.1 Allison Gagne, Applicant

NECC

100 Elliott Street

-Application for one day beer and wine liquor license for the business summit event on January 24, 2024 from 5pm to 8pm. Has Police Approval.

Allison Gagne appeared for this application virtually. Chairperson Angus asked her if this is an NECC event. Allison said yes, it is. Commissioner Driscoll told Allison she is well versed in this. Allison

said they did this event last year as well. This is the Latino small business summit. El Mundo out of Boston puts on the event. It is the same bartending service and catering service as last year. Allison said she has NECC police working at the event as well also.

Chairperson Angus said the paperwork appears to be in order.

Commissioner Driscoll made a motion to approve the one-day application for the event on January 24, 2024, from 5pm to 8pm. This was seconded by Commissioner Koutoulas. No public comment, vote unanimous, motion passed.

6) BUSINESS CERTIFICATES

No Schedule

7) ENTERTAINMENT APPLICATIONS

No Schedule

8) COMMON VICTUALLER APPLICATIONS

No Schedule

9) OUTDOOR DINING APPLICATIONS

No Schedule

10) ALCOHOL/ ABCC APPLICATIONS

10.1 Lana Marie Packard, Manager

North Shore Golf Club Holdings Inc.

d/b/a Renaissance Golf Club

377 Kenoza Street

-Application for multiple amendments- change of officers/directors/LLC Managers, change of ownership interest, change of manager. Pending Trust documents for Robbie S Lacritz Family Trust.

Peter, an officer from the company, Pam Adams the attorney for transaction, and Jeff Isabell the manager were present for this item. Chairperson Angus said it looks like the application is in order. Chairperson Angus asked Jeff if he has extensive experience in managing an alcohol license. Jeff said he has been responsible for the service of alcohol for about 30 years. He worked at North Andover Country Club, and he has a career in this business.

Chairperson Angus requested that Jeff email over a copy of his tips certification.

Commissioner Koutoulas made a motion to approve the application for multiple amendments. This was seconded by Commissioner Driscoll. No public comment, vote unanimous, motion passed.

11) MOTOR VEHICLE APPLICATIONS

No Schedule

12) CARRY IN LICENSE APPLICATIONS

No Schedule

13) ITEM FOR DISCUSSION

13.1 Noreen Frances O'Neil, Manager

Haverhill Lodge # 165 B.P.O.E. of Haverhill

d/b/a Elk's Club

24 Summer Street

-Item for discussion: Update on security plan and new manager paperwork.

Joe and Carol appeared for this item.

Chairperson Angus said that Sergeant Lynch was attending virtually on his phone. Carol told the Commission that they were approved yesterday for the safety plan. Chairperson Angus said she spoke with Sergeant Lynch after he with the Elk's Club. Sergeant Lynch said the safety plan was approved and it was what has already been discussed.

Chairperson Angus asked what the status of the new manager paperwork is. Joe said the only thing they need is the DUA certificate. Chairperson Angus asked where they stand on that? Joe asked if there was anyone that could give him a way to reach DUA he has not been able to reach them. Commissioner Koutoulas said that he should call the state reps office. She said call Rep Vargas. Commissioner Koutoulas said if that does not work then call Feingold's Office. She told him they have liaisons, and they are there to help people with these kinds of situations.

Chairperson Angus said they need to get back on track and she wants to get them on the agenda for February. Chairperson Angus told them technically they do not have a manager on record, and that needs to be taken care of sooner rather than later.

Chairperson Angus reminded Joe and Carol that anytime they have a change of Officer, they need to fill out the change of officer paperwork. Joe said they were a few years behind and they are getting caught up on that also. Chairperson Angus said the suspension expired on December 31, 2023, they did not come back before the Commission, and they appreciate that.

Chairperson Angus said she knows there were some concerns about the Police getting back to them and the Sergeant had some time off to use with the holidays, and it did take some time to get back to them. Joe and Carol said they had a great conversation with the Sergeant yesterday and they are very satisfied.

Commissioner Driscoll made a motion to approve the updated security plan and follow up on new manager paperwork. This was seconded by Commissioner Driscoll. No public comment, vote unanimous, motion passed.

14) SHOW CAUSE HEARING

15) COMMUNICATION

16) PUBLIC PARTICIPATION

NO SCHEDULE

17) OTHER BUSINESS

No Schedule

18) ADJOURNMENT

19) Commissioner Driscoll made a motion to adjourn at 7:03pm.