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|  City%20Seal2 | **Haverhill** |
| License Commission, Room 118Phone: 978-374-2312 Fax: 978-373-8490cityclerk@haverhillma.gov |

**License Commission Minutes**

**Thursday, January 2, 2025, at 6pm-Room 202**

**VIRTUAL and in person meeting**

Attending: Chairperson Laura Angus, Commissioner Linda Koutoulas, Commissioner Patrick Driscoll, Sergeant Kevin Lynch, Haverhill Police Department, and License Commission Clerk Jennifer Sanchez

1. **Pledge of Allegiance**
2. **Approval of the Minutes**

2.1 Approval of the minutes of December 5, 2024

Chairperson Angus said the minutes have been corrected.

Commissioner Koutoulas said she has looked at them and found them to be in order.

**Motion: Commissioner Koutoulas made a motion to place the amended minutes from December 5, 2024, on file.**

**Second: This was seconded by Commissioner Driscoll.**

**Vote: 2 yeas, 0 nays, 0 absent, 1 abstention - motion passed. (Chairperson Angus abstained)**

1. **Continued Business**

No Schedule

1. **miscellaneous applications/ requests**

No Schedule

1. **one day applications**

No Schedule

1. **business certificates**

No Schedule

1. **entertainment applications**

**7.1 Jim Parker, Manager**

Willow Spring Vineyards, LLC

 d/b/a Willow Spring Vineyards

840 West Lowell Ave

**-Application for entertainment amendment. Currently has instrumentalists (4), vocalists (4), dancing by patrons, D.J. Is requesting to add karaoke, comedy (3 comedians), tv , movies, amplified music, amplifiers, performers (5), vocalists (6) for the hours of Sunday -Thursday 8am-1am Friday 8am-2am and Saturday 8am-1am. -Has police, water, treasurer and entertainment zoning approval.**

Jade Jalbert was present for this application. She said the only thing she wanted to clarify was the hours. She said the hours on application are more than sufficient. She said she would only be open for the hours that she currently has. She said she does not want the extended hours. It was agreed to go with the current hours.

Commissioner Koutoulas said for the amount of people that you have it lowers the occupancy number because the performers are counted into the occupancy number.

Jade said that she understands.

**Motion: Commissioner Koutoulas made a motion to approve this application for entertainment amendment with the revision of the hours to the liquor license hours.**

**Second: This was seconded by Chairperson Angus.**

**Vote: 3-0-0 vote unanimous, motion passed.**

**7.2 Valeria Rosario, Manger**

 Tacos Lupita, Inc.

d/b/a Tacos Lupita

162 River Street

**-Application for amendment of entertainment license for change of location and manager for the hours of Sunday 8am-10pm, Monday Closed, Tuesday - Saturday 8am-10pm for radio, tv, amplifiers, instrumental music, vocalists, amplified music. -Has treasurer and water approval, police and entertainment zoning approval. -Pending occupancy**

This was heard together with item 8.2. It is an amendment for change of location and change of manager. Valeria Rosario was present for this item. She is the new manager. She said the occupancy is almost complete and they are just waiting on water approval. Everything will stay the same except for the location.

**Motion: Commissioner Koutoulas made a motion to approve the application to amend the entertainment license and also - the change of location for the common victualler license, pending occupancy.**

**Second: This was seconded by Commissioner Driscoll.**

**Vote: 3-0-0 vote unanimous, motion passed.**

1. **common victualler applications**

**8.1 Kawus Safie, Manager**

PPT Hospitality LLC

 d/b/a Haverhill House of Pizza II

 56 Locust Street

**-Application for amendment for change of name from Craft Dog Deli to Haverhill House of Pizza II for the hours of Sunday- Saturday 10am-9pm. -Has water and treasurer approval.**

**Motion: Commissioner Driscoll made a motion to approve the change of name for the common victualler license.**

**Second: This was seconded by Commissioner Koutoulas.**

**Vote: 3-0-0 vote unanimous, motion passed.**

**8.2 Valeria Rosario, Manger**

Tacos Lupita, Inc.

 d/b/a Tacos Lupita

 162 River Street

**-Application for amendment of common victualler license for change of location and manager for the hours of Sunday 8am-10pm, Monday Closed, Tuesday -Saturday 8am-10pm. -Has treasurer and water approval. -Pending occupancy**

This was heard together with item 7.2 for change of location and change of manager. Valeria was present with the former manager. Everything will stay the same except for the location.

**Motion: Commissioner Koutoulas made a motion to approve the application to amend the entertainment license and the change of location for the common victualler license pending occupancy.**

**Second: This was seconded by Commissioner Driscoll.**

**Vote: 3-0-0 vote unanimous, motion passed.**

Chairperson Angus reminded Valeria that anyone that they have for entertainment counts into their occupancy number.

1. **outdoor dining applications**

No Schedule

1. **alcohol/ abcc applications**

No Schedule

1. **Motor Vehicle applications**

No Schedule

1. **Carry in license applications**

No Schedule

1. **item for discussion**

**13.1 Pierre El Hayek, Manager**

Pierre El Hayek

d/b/a Top Line Imports

534 River Street

**-Item for discussion: Business practices and letter received on December 3, 2024**

**Applicant was not in attendance. Sgt. Kevin Lynch addressed the Commission about a letter received from Attorney Lowman regarding Top Line Imports failure to deliver titles to a community credit union. Police records show since March of 2022, 13 documented incidents of sale practice issues involving Top Line Imports. Chairperson Angus inquired about the issues. Sgt. Lynch said the issues range from vehicles not passing inspections to parties not obtaining deposits back if they do not proceed with the sale.**

**Motion: Commissioner Koutoulas makes a motion to move this item to a showcause before the commission during the February meeting.**

**Second: This was seconded by Commissioner Driscoll.**

**Vote: 3-0-0 vote unanimous, motion passed.**

1. **show cause hearing**

No Schedule

1. **communications**

No Schedule

**16. PUBLIC PARTICIPATION**

 **No Schedule**

**17**. **OTHER BUSINESS**

**17.1 Miguel Del Valle, Manager**

 D'Empanadas & Mas Inc.,

 d/b/a D'Empanadas

11 Hilldale Ave

 **-Cease and desist selling alcohol and on premises dining**

**Sgt. Lynch spoke on the matter. He stated he visited the business and spoke to the owner on the telephone. Owner stated that the alcohol had been removed from premises. Sgt. Lynch advised owner that they could not sell alcohol without a license and further advised them that patrons could not consume food on property because the restaurant is take-out only. The Haverhill Police has not received any additional complaints since.**

**Motion: Commissioner Koutoulas made a motion to ratify the cease and desist order issued to D’Empanadas and Mas for selling alcohol and on-premises dining.**

**Second: This was seconded by Commissioner Driscoll.**

**Vote: 3-0-0 vote unanimous, motion passed.**

**Chairperson Angus asked License Commission Clerk Jennifer Sanchez how renewals were going. Clerk Sanchez stated that several car dealers owed taxes and was beginning to review the Common Victuallers now, but believes that there will be a good amount who owe taxes, as well. Commissioner Koutoulas asked if those car dealers had new licenses, Clerk Sanchez stated they did not. Commissioner Koutoulas asked Clerk Sanchez to provide Sgt. Lynch with a list of delinquent car dealers.**

**Commissioner Koutoulas inquired about the Common Victualler renewals and asked Clerk Sanchez to provide her with an Excel sheet of all licensees who have not renewed including Common Victualler, Entertainment, Alcohol, and Car Dealer.**

**Chairperson Angus asked Clerk Sanchez to confirm if all alcohol licensees have renewed. Clerk Sanchez indicated they were all renewed.**

18. **ADJOURNMENT**

**Motion: Commissioner Driscoll made a motion to adjourn at 6:48pm**

**Second: Commissioner Driscoll seconded this item. Vote unanimous. Motion passed.**

**No Public Comment.**

**Respectfully submitted,**

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**Kaitlin M. Wright**

**City Clerk**