



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**  
January 13, 2021, 10:00 a.m.  
Via Zoom Webinar

Present: Committee Chair Councilor Kathy Hill, Councilor Pat Henry, Aldo Fazio, Cathy Hood, and Town Clerk/Clerk of the Council Jeanne Quaglietti

Absent: Council Vice President Tom O'Connor

Chair Hill opened the meeting at 10:03 a.m.

**APPROVAL OF OCTOBER 20, 2020 MINUTES**

**Motion:** Mr. Fazio made a motion to accept the Town Council Licensing Committee minutes of October 20, 2020. Councilor Henry seconded and the motion was approved via roll call vote.

Chair Hill started the meeting with discussion regarding the extension of outdoor dining permits, which was brought to the Council's attention by a current license holder. She noted that the Council, acting as the Local Licensing Authority (LLA), had already approved the extension of outdoor dining at the Council's October 13, 2020 meeting, to be extended 60 days past the end of the state of emergency, as outlined in the Governor's orders. There are currently six licensees who have requested the temporary expansion of outdoor dining.

Mr. Fazio asked if other restaurants, that have not already requested outdoor dining, could apply. Yes, they can and the application is still live on the Town's website.

The Committee agreed that 60 days past the end of the state of emergency will be well into the warmer weather, and no action needs to be taken since the pandemic is still in full force. Therefore, in response to licensees who requested consideration for an extension, it already is in effect, per the Council's October 13, 2020 vote.

A letter will be sent out to those six licenses to this affect. A different letter will go out to other licensees offering the option of temporary expanded outdoor premises for dining, and letting them know they can still apply.

Ms. Quaglietti noted that any licensees who want to retain their expanded outdoor dining areas permanently could apply for an Alteration of Premises, which would have to be approved first by the LLA, and then the Alcoholic Beverages Control Commission.

The next item for discussion was the licensing fees for 2022, namely those licenses associated with alcohol or food. The Licensing Committee had conducted a review of these fees for 2018, which resulted in the fees increasing substantially. This was primarily due to the fact that a review of fees had not been done since 1989, and the increase was done to keep in line with the current fees of neighboring communities. As such, there was an amended bylaw fee structure, which directed the biannual review of fees. Given the climate of 2020 with the pandemic, this was not addressed.

Chair Hill recommended that fees should remain “as is” until another review in 2022, given the financial destruction of businesses caused by the pandemic, and to assist the business owners with their planning.

Mr. Fazio agrees with this, especially given the current 25% capacity limitations. He was surprised the Council didn’t address the fees prior to the 2021 license renewals, but agrees to keep the fee structure the same until 2022.

**Motion:** Councilor Henry made a motion to continue the fee structure into 2022 as they currently exist, and Ms. Hood seconded.

Ms. Quaglietti suggested that a more specific timeline be included in the motion, and the Committee agreed it should be “until the next biannual review in 2022”.

**Motion:** Councilor Henry amended his motion, and moved to continue the fee structure until the next biannual review in 2022. Ms. Hood seconded and all were in favor via roll call vote, with Mr. Fazio abstaining.

**Motion:** Ms. Hood made a motion to adjourn at 10:31 a.m. Councilor Henry seconded and the motion passed via roll call vote.

Respectfully submitted,

Jeanne R. Quaglietti  
Town Clerk/Clerk of the Council