



Amy K. Mistrot, Chair
Susan G. Salamoff, Vice Chair
Michael J. Hickey, Jr., Clerk
Jonathan Freedman
Richard P. Jennett, Jr.

MEMORANDUM

TO: Board of Selectmen

FROM: Melissa Malone

DATE: July 6, 2018

RE: **Administrative Approval of Licenses and Permits**

To more efficiently respond to individuals and businesses, it is requested that the Town Administrator be delegated the authority to review and to make determinations of some licensing and permitting applications. The following two motions have been drafted for review and possible discussion.

Draft proposed motion No. 1: The Town Administrator may review and determine permits for: banners; requests to occupy a public way; parades; street closures; and block parties.

Draft proposed motion No. 2: The year following the BOS' initial approval of the below licenses the individual's or entity's **annual renewal** may be determined by the Town Administrator.

<u>Type of License</u>	<u>No. of Current Licenses</u>
Alcohol	
Restaurant All Alcohol	18
Restaurant Wine & Beer	8
Club All Alcohol	4
Innholder All Alcohol	3
Package Stores	8
General On-Premises (TCAN)	1
Pouring Permits	2
Common Victualer	113
Innholder (Equivalent to Common Victualer)	3
Weekday entertainment (including piped-in music/tv)	19

Class I (sale of new cars)	8
Class II (sale of used cars)	20
Class III (motor vehicle junk license)	2
Junk Dealer/Collector	11
Taxi/Livery	2
Automatic Amusement Devices	2
Lodging House	1
Psychic Reader	1
Billiards	1
Bowling	0
Hawker/Peddler/Transient Vendor	0

Any renewal requiring a public hearing, such as Club Special Permits (allowing a club to serve alcohol to people who are not necessarily members of the club), will continue to be presented to the Board of Selectmen for approval, as will all new alcohol licenses and live entertainment requests.

Lastly, I seek approval to collaborate with Chief James Hick and the Recreation and Parks Commission to establish a practical policy to provide short-range permitting for events or gatherings requiring no electricity or clean-up by the DPW on the Town Common.