Town of Barnstable



ANNUAL LICENSING MEETING

OFF PREMISE LIQUOR LICENSES

<u>Regulatory Services</u> Consumer Affairs



Richard Scali, Regulatory Services Director

Elizabeth G. Hartsgrove, Consumer Affairs Supervisor

Therese Gallant, Consumer Affairs Officer

Maggie Flynn, Administrative Assistant

200 Main Street 8:30am-4:30pm 508-862-4674

Agenda	
Licensing Rules and Regulations	
Inspections/Compliance	
ABCC	
Q&A	

Rules and Regs

Revised on October 17, 2016.

Copy must be kept on licensed premise.

All Employees must read and comply with all rules and laws.

Current List of Employees

Shall maintain current list of all employees and available at all times.

Posting of All Licenses

All licenses must be posted in a conspicuous place easily seen by the public.

All Licenses may not be covered in any way

Dress Code

 Sign must be posted at entrance with specific requirements or restrictions.

Admission to Premise

Cannot discriminate

May regulate the admission to minors, if premise has rules that are posted.

Entrance Refusal

May refuse entrance to person who appears intoxicated or unruly.

May evict patron and will call the police.

Will offer assistance to an intoxicated person.

Staff Training

Formal Training required every three years

> Management Personnel

In-house training required

All employees who verify identification

Manager & Alt. Managers All employees who sell or deliver Verification of training must be maintained in-house and available for inspection.

Operations

Not permitted to lock front door until last patron has exited premise.

All premises shall be kept clean and sanitary.

Patrons and guests are not allowed on premise prior to opening hours or after closing hours that are posted on license.

Sale of Alcohol



• Maintain schedule of prices, effective for not less than one calendar week.

Don't

- Allow coupons or discounted deals towards the purchase of alcohol.
- Deliver or transport orders prior to an order being received at the licensed business.



Handicap Parking

All parking lots for customers or visitors should have accessible spaces for vehicles with proper identification.

There should be a permanent sign at each space showing the accessibility symbol. Van accessible spaces should have an additional sign below it saying "VAN ACCESSIBLE".

If your handicap parking space does not have a sign, <u>it is not compliant</u>.

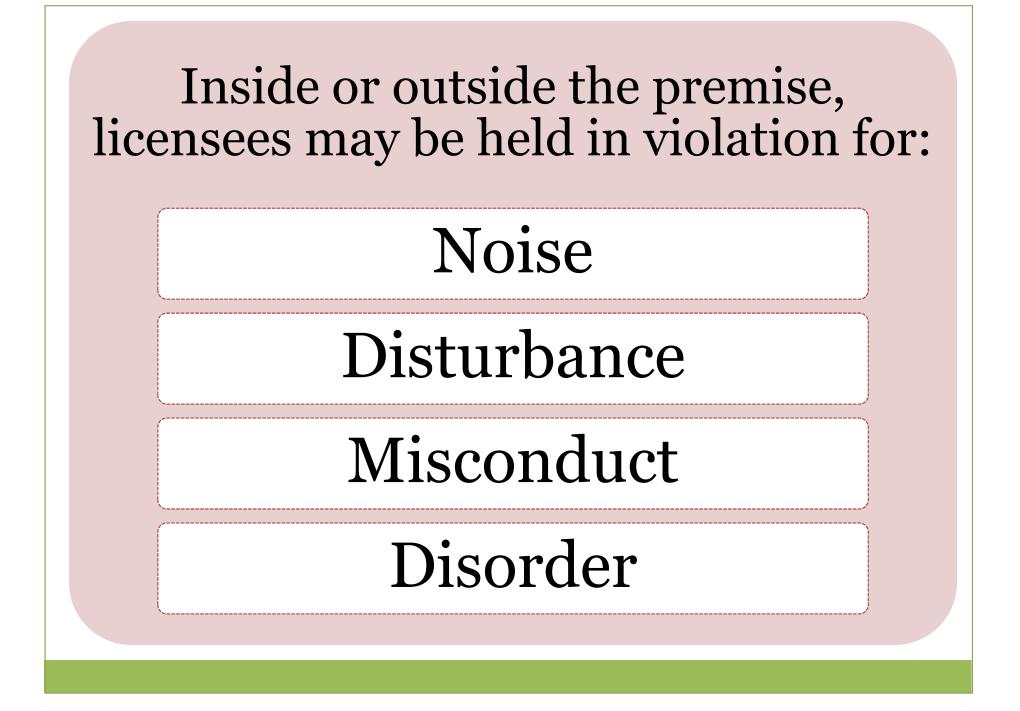


<u>Record of Deliveries</u> Including Kegs

Must have permit from ABCC to deliver

Shall not deliver to any person unless valid Massachusetts ID is presented. Must keep written record of name, ID number and expiration date, and address of every person to whom a delivery is made outside of the premise

Record must include information on what was delivered, date and time, and signature of person receiving delivery. Records must be maintained for at least one year from last entry and available for inspection by Licensing Agent.



Illegal Activity

Will make all reasonable efforts that illegal activity does not occur on premise.

Frequently monitor bathrooms.

Will call Police for assistance to protect patrons.

Closing Establishment

Letter must be submitted to Licensing Division with dates of closing and tentative re-opening **at least 3 weeks prior to closing**.

Durations longer than 2 weeks requires Licensing Authority approval.

Durations longer than 4 weeks requires appearance before Licensing Authority for approval.

Massachusetts Alcoholic Beverages Control Commission



JAMIE T. BINIENDA INVESTIGATOR

Inspections/ Compliance





Compliance Checks

Rules and Regulations

List of Employees

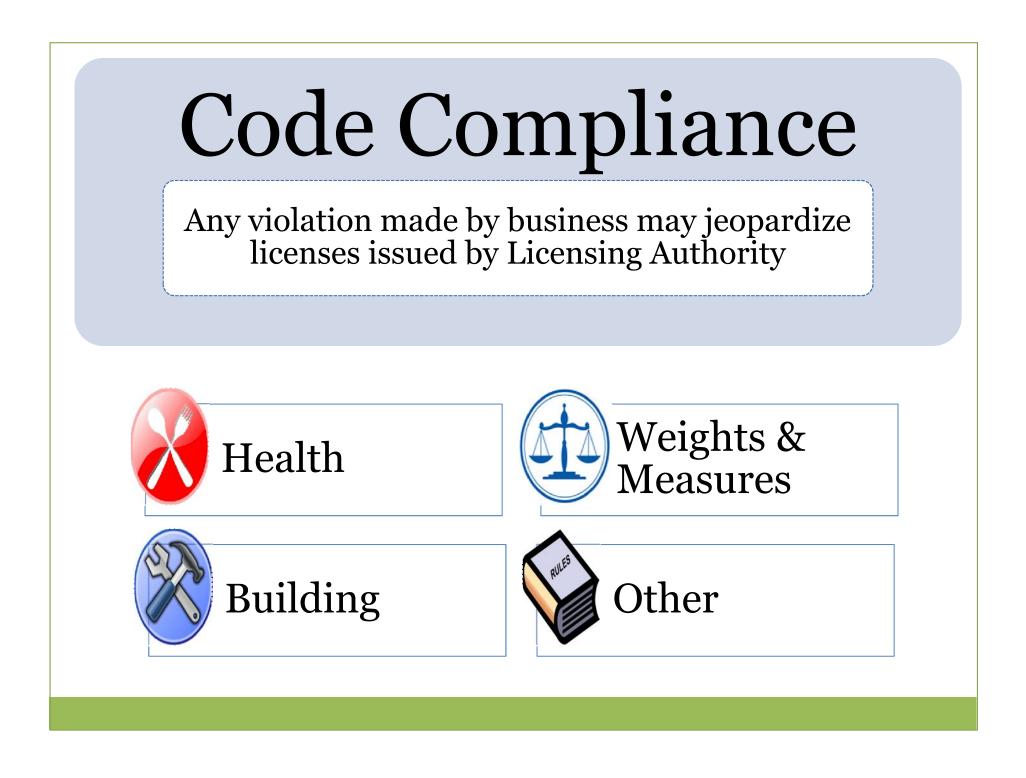
Employee Training List

Compliance Checks

Underage

Verifying Identification

Overserving



Police Inspections

Will not hinder or delay a Police Officer or other authorized agents of Licensing Authority

Plastic Bag Ordinance §195

Began October 3rd, 2016

Any Business selling items to public, includes eating establishments and take-out

Single-use Plastic Bag, less than 3.0mils with integral handles **Prohibited**





WANT TO DISPLAY A SIGN OR FLAG?

Whether it is permanent or temporary, only certain types of signs and flags are permitted in certain areas of town.

- Some may be prohibited.
- Some may be allowed and require a permit or approval from Historic.
- All illegal signs are subject to fines and possible Licensing Authority review.

Check with the Building Department First!





Questions & Answers



