

Liquor License Commission Meeting Minutes

Day, Date and Time: Tuesday, September 2nd, 2025 at 6pm

Place of Meeting: City Hall Auditorium, 62 Friend St.

1. Call to Order –

The meeting was called to order by Derek Balaam at 6pm.

2. Roll Call/Attendance –

Present were, John Kirton and Derek Balaam of the Liquor License Commission. Also present was Ann Marie Casey, Chief of Staff.

3. Minutes for Approval – July 7, 2025

Motion by Derek Balaam to approve the minutes from July 7.

John Kirton seconded.

2-0, The motion passed unanimously.

4. Public Comment – “No members of the public were present for public comment”

5. Hearing – Shree Raavee, Inc operates a Sunoco brand gas station located at 108 Macy Street. They applied for a new Section 15 Wine/Malt license, which is presented to the commission members for review and discussion. The applicant does not currently hold any other liquor licenses in the City of Amesbury. The applicant license manager, Uday Patel, was present and available to answer any questions.

- Commissioner Balaam asked Mr. Patel about alcohol storage.
- Commissioner Balaam asked about the funding. Mr. Patel responded that all information is included in complete application.
- Commissioner Kirton asked about the percentage and beer and wine. The response was 95% beer.
- Commissioners discussed the importance of carding everyone.

Derek Balaam motioned to approve the application for this license.

John Kirton seconded the motion.

2-0, The motion to approve this application passed unanimously.

- Commissioner Balaam told to applicant that it would take 3-6 weeks to receive a response from the ABCC once the signed Licensing Authority Certification has been filed.

6. Renewals for the 2026 Annual Licenses

The commissioners were provided with a copy of the ABCC renewal notification email and presentation to review.

Derek Balaam was satisfied that it stated that there will be no changes in the way the renewals are processed. They will schedule a renewals meeting for the beginning of December.

7. Section 12d Licensing

The Commissioners were provided with a copy of the KP e-update guidance regarding the update to MGL CH. 138, section 12d to review.

- Chief of Staff Ann Marie Casey discussed the filing of the local acceptance with City Council. This was filed as a late file on September 2, 2025.
- First Reading and referrals will be made on September 9, 2025.
- Ann Marie Casey discussed Commissioners' attendance at Council subcommittee meetings and the referral process.
- The Commissioners also discussed the Schedule of Fees and adding the transfer fee to the schedule pending passage of the local acceptance. Proposed fee of \$200.
- The Commissioners also discussed raising the fee for One Day Liquor Licenses to \$50. Non-profits remain \$0.

8. Set Next Meeting Date/Items for Future Discussion- No meeting was set.

9. Adjournment Derek motion to adjourn at 6:41pm

Derek Salaam motioned to adjourn the meeting at 6:41pm.
John Kirton seconded the motion to adjourn.

2-0, *The motion passed unanimously.*

Respectfully submitted,

Ann Marie Casey, Chief of Staff, on behalf of Victoria Feger, Executive Assistant to the Mayor

Created on: September 2, 2025

Approved on: November 18, 2025