Monday, July 23, 2018 Room 314 – 7:00 p.m.

REQUIRED: Steven A. Beauregard, Chairman

Marcelino "Sonny" G. Almeida, Commissioner

Edmund F. Craig, Jr., Commissioner

Atty. Kreg Espinola, Asst. City Solicitor

Capt. Adelino Sousa, Police Department Liaison to the Lic. Bd.

Nick Nanopoulos, Director

❖ MOTION TO ACCEPT THE MEETING MINUTES OF June 25, 2018

APPROVALS RECEIVED FROM THE ALCOHOLIC BEVERAGES CONTROL COMMISSION:

<u>Altering of Premises – Trans. # 00189-RS-0778– Plot # 17-A-103</u>

DeSouza Enterprises, LLC d/b/a Cove Surf & Turf, Jesse J. Souza, Co-Manager of the LLC, who is petitioning for a Change of Description of the Common Victualler (Restaurant) Wine & Malt Only Beverages License to include an Outdoor Patio Seating Area. The 670 sq. ft. outdoor 'Patio' area, which will be enclosed with a 2" Nautical Rope and Bollards, and will be used for <u>seated dining purposes only</u>. The enclosed area, which will include three (3) tables with seating for four (4) and three (3) tables with seating for two (2), which will allow for the seating of eighteen (18) patrons; and will be located on the north side of the building, which is contiguous to the licensed premises. The proposed outdoor area <u>will only be accessible</u> by way of an entrance/exit on the south side of the enclosed area in the front of the building, and will be accessible by 'Hostess Seating' only; the area will also be monitored by the hostess and waitstaff at all times. There will be one entrance/exit that leads to the front door of the establishment. The proposed hours of operation are daily from 11:00 a.m. until 9 p.m., at which time all outdoor activity must cease. The applicant is also requesting that they be allowed to have live acoustic music within the patio area from 5 p.m. until 8 p.m. on Friday and Saturday nights only. The premises will remain numbered 1500-1502 Cove Road.

Outside Area Must Be Maintained As Advertised

Approved By ABCC - 07/12/18

<u>Change of Manager - Trans. # 00199-PK-0778- Plot # 93-24</u>

Xavier Market, Inc., 290 North Front Street, is requesting the approval of **John (Joao) de Gouveia,** who resides at 434 Loftus Street, New Bedford, MA., **as their new manager.**

Approved By ABCC - 07/13/18

Altering of Premises – Trans. # 00207-RS-0778– Plot # 52–289

No Problemo, LLC d/b/a No Problemo, Craig F. Paiva, Sole Manager of the LLC, who is petitioning for a Change of Description of the Common Victualler (Restaurant) Wine & Malt Only Beverages License to include an outdoor 'Sidewalk Café' seating area. The 162 sq. ft. outdoor 'Sidewalk Café' area, which will be enclosed with a 2" Nautical Rope and Bollards, will be used for <u>seated dining purposes only</u>. The enclosed area, which will include three (3) tables with seating for three (3), which will allow for the seating of nine (9) patrons, will be located on the east side (front) of the building, which is contiguous to the licensed premises. The proposed outdoor area will only be accessible by way of an entrance/exit on the south side of the enclosed area in the front of the building, and will be accessible by 'Hostess Seating' only; the area will also be monitored by the hostess and waitstaff at all times. There will be one entrance/exit that leads to the front door of the establishment. The proposed hours of operation are daily from 11:00 a.m. until Close of Business or Midnight, whichever is earlier, at which time all outdoor activity must cease. Also, yearly use of the license is allowed and no permanent structures are allowed, in accordance, and as specified in the 'Revised' City of New Bedford Sidewalk Café Permit Ordinance. (Ord. Ch. 15, Article VI, sec. 15-100 (As Adopted 06/05/18). The premises will remain numbered 805-813 Purchase Street. ***Outside Area Must Be Maintained As Advertised***

Approved By ABCC - 07/13/18

<u>Transfer of License – 'New' Trans. # 04245-RS-0778 ('Old' #00025-RS-0778) – Plot # 103–292</u>

Olivia Anne, Inc. d/b/a The Pub, Robert J. Faria, Jr. who is petitioning to transfer a Common Victualler All Alcoholic Beverages License to Olivia Pearl, LLC d/b/a The Bar. Upon approval, Robert J. Faria, Jr. will be the Sole

Member, Sole Manager, and Sole Interest Holder (100%) of the LLC. **Robert J. Faria, Jr.** is also the **Proposed Manager of the Liquor License**. The previously approved description will remain the same as follows:

The licensed premises consists of an area approximately 4,800 sq. ft., which consists of two rooms with a bar area and dining area, a kitchen, and two (2) restrooms on the first floor of a two-story building; with stock on the first floor and in the basement.

There is a main entrance/exit onto Dartmouth Street, and two emergency exits onto Rivet Street, and is **numbered 266-268 Dartmouth Street.**

Final approval will require a 'Change of Tenant' from the Building Department; as well as change of corp. name on Food Permit.

Approved By ABCC - 07/13/18

Change of Location – Trans. #00167-PK-0778– Plot # 123–109

New Bedford Wine & Spirits, Inc. d/b/a Douglas Wine & Spirits, Jarod Santoro, President, who currently holds a Retail Package Store All Alcoholic Beverages License, currently exercised on premises located at 500 King's Highway; who is petitioning for a Change of Location to 1074 King's Highway. The new licensed premises is located on the 1st floor of a onestory building in an area approximately 6,000 sq. ft., consisting of two rooms, which will include shelving for the sale and display of alcohol, a backroom for storage, an office, a redemption center, and two restrooms; as well as a walk-in display cooler. There is one (1) entrance/exit in the front of the building and one (1) entrance/exit into the redemption center; as well as one (1) entrance/exit into the storage room located at the rear of the building.

The premise is located in King's Plaza, which is located on the south side of Hathaway Road, and numbered 1074 King's Highway.

Final approval will require a 'Change of Tenant' from the Building Department.

Approved By ABCC – 07/13/18

Tabled At 06/25/18 Meeting

1. Petition – Trans. # 88893-PK-0778– Plot # 78-101

E-Z Convenience & Gas, LLC d/b/a Mutual Mart, 1800 Purchase Street, is requesting the approval of Roger DaSilva, who resides at 382 Hathaway Boulevard, New Bedford, MA., as their new manager.

Minutes of 06/25/18

Present: Atty. Paul Los along with Roger DaSilva, Proposed New Manager

Responding to questions from Chairman Beauregard, Mr. DaSilva stated that he was T.I.P.S. Certified and that he would be on the premises 12 to 20 hours a week. Chairman Beauregard stated his concern with the limited hours that he would be on the premises, to which the other Board members concurred.

Chairman Beauregard suggested that maybe the matter be tabled to the next meeting with request that Mr. Hitesh Patel also be present, since he is a co-owner and the current manager, and that he may be able to clarify the amount hours that Mr. DaSilva will be required to be on the premises.

<u>Voted:</u> On a motion by Commissioner Almeida the Board unanimously voted to table the matter to the Board's July 23, 2018 meeting. – Unanimous

2. APPLICATION, (No Representation Required)

New Bedford Festival Theatre, Inc., Wendy Hall, Representative, who is requesting approval of an application for a Special One Day Wine & Malt Only Beverages License for an 'After Show Opening Night Reception' to be held at the UMD Star Store Gallery, located at 800 Purchase Street; and to be held on Friday, July 20, 2018 from 10:00 p.m. until 11:45 p.m.

3. APPLICATION, (No Representation Required)

First Citizens Federal Credit Union/Southcoast Chamber, Melanie Gouveia, Representative who is requesting approval of an application for a Special One-Day Wine & Malt Only Beverages License for a 'First Citizens' Business After Hours' to be held at First Citizens Federal Credit Union, located at 570 North Front Street; and to be held on Wednesday, August 8, 2018, from 5:00 p.m. until 7:00 p.m.

4. APPLICATION, (No Representation Required)

Knucklehead's, LLC d/b/a Knucklehead's Restaurant, John Stone, Manager, who is requesting approval of an application for a Special One Day All Alcoholic Beverages License for a 'Shenanigan's Reunion in Memory of Mae Boise' to be held in the Knucklehead's Parking Lot, located at 85 MacArthur Drive; and to be held on Sunday, August 19, 2018 from 12:00 p.m. **NO CHANGES, AS PREVIOUSLY APPROVED**

5. APPLICATION, (No Representation Required)

Immigrants' Assistance Center, Inc., Helena S. Martins, Executive Director, who is requesting approval of an application for a Special One Day Wine & Malt Only Alcoholic Beverages License for a 'Fundraiser' to be held at the Museum of Madeira Heritage, located at 1 Funchal Place; and to be held on Thursday Aug. 90, 2018, from 7:00 p.m. until 10:00 p.m. **NO CHANGES, AS PREVIOUSLY APPROVED**

6. APPLICATION, (No Representation Required)

Prince Henry Society, Manuel Pereira, Representative who is requesting approval of an application for a Special One-Day All Alcoholic Beverages License for their '9th Annual Summerfest Benefit' to be held within the Madeira Field Pavilion Area, located at 50 Madeira Avenue; and to be held on Saturday, August 25, 2018, from 6:00 p.m. until 11:00 p.m.**NO CHANGES, AS PREVIOUSLY APPROVED**

7. APPLICATION, (No Representation Required)

Downtown New Bedford, Inc., Devin Robitaille, Representative, who is requesting approval of an application for a **Special One Day All Alcoholic Beverages License** for their '13th Annual New Bedford Seaport Chowder Festival', to be held on **Pier 3**; and to be held on **Sunday, October 7, 2018 from 11:00 p.m. until 6:00 p.m. (Change in Hours From 11 a.m. until 5 p.m.)** (Final approval will require Liquor Liability with the City named as additionally insured and a copy of the Police Detail Contract) **SET-UP AS PREVIOUSLY APPROVED**

Tabled At 03/26/18 Meeting

8. Hearing: Giraldo's Restaurant, Inc. d/b/a Adriana's Mexican Restaurant

Ms. Martha E. Gonzalez, Manager

1262 Acushnet Avenue

Re: Closed 01/01/18

Prior Renewal Hearings: (1)

Your presence is respectfully requested at a hearing to determine the status of your annual liquor license for the year 2018. If warranted, the Board may cancel the license of any license holder who "ceases to conduct the licensed business" that is, *any license holder who closes the business or stops doing business*. Licensees should be conducting the licensed business on all days authorized by the license. Any licensee that does not comply with its obligation to conduct the licensed business and holds a so-called "pocket License" is subject to possible action by the Board.

Notice is given in accordance with Massachusetts General Laws Chapter 138, section 77, which states that the licensing authorities may, after hearing or reasonable opportunity therefore, cancel any license issued under this chapter if the licensee ceases to conduct the licensed business.

You <u>must submit</u> to the Board that evening, a letter stating your intentions regarding the license that has been issued to you detailing either an opening date, plans to transfer, or change of location, as it applies to your situation.

Minutes of 03/26/18 Meeting

As a result of the open hearing held on March 26, 2018 to determine the status of your annual liquor license for the year 2018, the **Board voted unanimously to table the matter until this Board's July 23, 2018 meeting, with the following stipulations:**

To notify and put the current Licensee, who is the holder of an inactive license on notice that he has <u>until July1, 2018 to</u> initiate one (1) of the following three (3) options prior to this date:

- 1.) To be open and operating at the current location;
- 2.) Submit paperwork for a Change of Location and a date certain for the opening of premises;
- 3.) Submit paperwork for the Sale and Transfer of the license to a new owner.

If you fail to initiate one of the three options stated above prior to this date, you will be required to appear before this Board once again, at which time the Board may consider revoking your license for non-use.

Please Be Advised that failure to appear before this Board as requested will result in "Automatic Revocation" of your Common Victualler All Alcoholic Beverages License.

Tabled At 03/26/18 Meeting

9. Hearing: Casa Chessa Corp. d/b/a Portobello

Dr. Xiaohui Yang 555 Pleasant Street

Closed 06/30/17 – Licensee Decision Prior Renewal Hearings: (2)

Your presence is respectfully requested at a hearing to discuss your plans for your liquor license for the year 2018 prior to this Board considering approval of your 2019 renewal application. If warranted, the Board may cancel the license of any license holder who "ceases to conduct the licensed business" that is, *any license holder who closes the business or stops doing business*. Licensees should be conducting the licensed business on all days authorized by the license.

Any licensee that does not comply with its obligation to conduct the licensed business and holds a so-called "pocket License" is subject to possible action by the Board. Notice is given in accordance with Massachusetts General Laws Chapter 138, section 77, which states that the licensing authorities may, after hearing or reasonable opportunity therefore, cancel any license issued under this chapter if the licensee ceases to conduct the licensed business.

You <u>must submit</u> to the Board that evening, a letter stating your intentions regarding the license that has been issued to you detailing either an opening date, plans to transfer, or change of location, as it applies to your situation.

Please Be Advised that failure to appear before this Board as requested will result in "Automatic Revocation" of your Common Victualler All Alcoholic Beverages License.

Minutes of 03/26/18

As a result of the open hearing held on March 26, 2018 to determine the status of the annual liquor license issued to Casa Chessa Corp. for the year 2018, the Board voted unanimously to table the matter until this Board's July 23, 2018 meeting; the Board's decision was to give you additional time to transfer the license to an entity of your choosing. The Board's decision was based on the information provided by Atty. (Chris) Markey on your behalf, in which he stated that an agreement had been reached with Casa Chessa Corp. to relinquish their rights to the license; and that you were actively looking for a new tenant to take over the restaurant space in your building.

Tabled At 03/26/18 Meeting

10. Hearing: White Rose, LLC d/b/a Sam Potter's Roast Beef

Mr. Christopher Whittingham, Manager

37 Union Street

Re: Closed/Renovations – Approved 10/16/17

Prior Hearings: (1)

Your presence is respectfully requested at a hearing to determine the status of your renovations.

If warranted, the Board may cancel the license of any license holder who "ceases to conduct the licensed business" that is, *any license holder who closes the business or stops doing business*. Licensees should be conducting the licensed business on all days authorized by the license. Any licensee that does not comply with its obligation to conduct the licensed business and holds a so-called "pocket License" is subject to possible action by the Board.

Notice is given in accordance with Massachusetts General Laws Chapter 138, section 77, which states that the licensing authorities may, after hearing or reasonable opportunity therefore, cancel any license issued under this chapter if the licensee ceases to conduct the licensed business.

You <u>must submit</u> to the Board that evening, a letter stating your intentions regarding the license that has been issued to you detailing either an opening date, plans to transfer, or change of location, as it applies to your situation.

Minutes of 03/26/18

As a result of the open hearing held on March 26, 2018 to determine the status of your annual liquor license for the year 2018, the **Board unanimously voted to table the matter until this Board's July 23, 2018 meeting.** The Board's decision was based on your written request to table the matter until the July meeting due to the late start on the planned renovations at the new proposed location at 37 Union Street as a result of a delayed closing with NBEDC, which are now ongoing; in which you also stated that you hope would be complete by late May, 2018.

Please Be Advised that failure to appear before this Board as requested will result in "Automatic Revocation" of your Common Victualler (Restaurant) Wine & Malt Only Beverages License.

Tabled At 03/26/18 Meeting

11. Hearing: The Edge Hospitality, LLC d/b/a The Edge & Tiki Bar

Ms. Margaret Kulpinski, Owner

1480 -S East Rodney French Boulevard

"Closed/Licensee's Decision" – 09/05/17 Prior Meetings (2)

Your presence is respectfully requested at a hearing to determine the status of your annual liquor license for the year 2018. If warranted, the Board may cancel the license of any license holder who "ceases to conduct the licensed business" that is, *any license holder who closes the business or stops doing business*. Licensees should be conducting the licensed business on all days authorized by the license. Any licensee that does not comply with its obligation to conduct the licensed business and holds a so-called "pocket License" is subject to possible action by the Board.

Notice is given in accordance with Massachusetts General Laws Chapter 138, section 77, which states that the licensing authorities may, after hearing or reasonable opportunity therefore, cancel any license issued under this chapter if the licensee ceases to conduct the licensed business.

You <u>must submit</u> to the Board that evening, a letter stating your intentions regarding the license that has been issued to you detailing either an opening date, plans to transfer, or change of location, as it applies to your situation.

Minutes of 03/26/18 Meeting

As a result of the open hearing held on March 26, 2018 to determine the status of your annual liquor license for the year 2018, the **Board unanimously voted to table the matter until this Board's July 23, 2018 meeting.**

The Board's decision was based on the written information that you provided to the Board prior to the meeting in the form of a P & S Agreement, which must be accepted by the potential buyer and executed by June 29, 2018; which was an agreement to buy both properties and the liquor license.

If an application for transfer is submitted by July 1, 2018, you will not be required to appear as notified.

Please Be Advised that failure to appear before this Board as requested will result in "Automatic Revocation" of your Common Victualler All Alcoholic Beverages License.

Tabled At 06/25/18 Meeting

12. Hearing: Al's Dog House, Inc.

Mr. Robert E. Benoit, President

335 Coggeshall Street

Your presence is requested at a hearing to determine whether you have violated certain provisions of Massachusetts General Laws and Licensing Board Rules and Regulations. Based on the testimony presented at this hearing or in the event you fail to comply with this notice, the Licensing Board may take action to suspend your license until this matter is resolved.

Issue Summary

Since that untimely death of a family member (Gail Pedro), who served as a Director and Stockholder (100 shares), this office has made numerous attempts to get a very important matter resolved. Under M. G. L. you are required to submit an application for a change of Officers, Directors, Stockholders, and a Transfer of Stock.

Your failure to respond to our requests through your Attorney as well as the attempts by this office to get this resolved with you, it has necessitated that you be called in for a hearing regarding this matter.

Please be advised that you have until June 11, 2018 to submit an application for those changes previously referenced. Your failure to submit this application will require you to attend the June 25, 2018 hearing.

Please note that you are in violation of the following regulations that will require the board to take action.

MGL Chapter 138, sections 12, 23-

An application must be filed to obtain approval from the local licensing authorities and the ABCC for a change of officers, directors, stockholders, and manager.

Minutes of 06/25/18 Meeting

Present: Licensee was excused from attending.

Mr. Nanopoulos informed the Board that he's been working with a representative from Atty. Medeiros's office, who is preparing an application for the changes that are required; so based on that information, he recommended that the matter be tabled to the Board's July meeting by which time an application should be submitted.

<u>Voted:</u> On a motion by Commissioner Almeida the Board unanimously voted to table the matter to the Board's July 23, 2018 meeting. – Unanimous

Tabled At 01/22/18 Meeting

13. Hearing: United Fishermen Club, Inc.

Mr. Mark Custodio, Manager
639 Orchard Street

As you were aware, you and Mr. Gil were requested to attend the Licensing Board meeting of June 25, 2018 yet both of you failed to attend. Your failure to attend is compounded by the fact that you both neglected to inform the Board of your inability to be present.

In January 2018, you informed this Board that you would remain as manager and Attorney Markey would be filing for a Change in Officers and Directors.

The Board elected to table the matter with the understanding that this paperwork would be filed in a timely manner. To date, that has not been done.

Please be advised that you have until July 6th to submit an application along with a Certificate of Good Standing from the Department of Revenue or your license will be suspended immediately. The Board has made repeated attempts to assist your establishment but your continued failure to act necessitates this action.

At the Board's next meeting of July 23, 2018, the board will determine what, if any, additional action needs to be taken. Your presence as well as Mr. Gil's <u>is required</u> at this hearing. Hearing time is 7:00 P.M. in Room 314. As a result of your failure to comply in a timely manner, the Board will entertain testimony as to the actions of the United Fishermen Club, Inc. Short of full compliance, the Board must take action and as such you are hereby ordered to bring with you your 2018 Liquor License. Depending on the Board's findings, you may be required to surrender your license until this matter is resolved.

Licensee was first notified on 10/23/17 by the Board to submit the required changes

Please note that you are in violation of the following regulations that will require the board to take action:

MGL Chapter 138, sections 12, 23-

An application must be filed to obtain approval from the local licensing authorities and the ABCC for a change of officers, directors, and manager.

Licensing Board Regulations No. 6-

Each corporate licensee shall appoint a manager who shall have full authority and control of the premises and who shall be satisfactory to the Board and who shall be a United States citizen. Immediate notice of the appointment must be made to the Board in writing.

Minutes of 06/25/18

Present: No one appeared as requested.

<u>Voted:</u> On a motion by Commissioner Almeida the Board unanimously voted to table the matter to the Board's July 23, 2018 meeting. – Unanimous

CORRESPONDENCE

From: Ralph Sacramone, Executive Director Dated -06/26/18 Received - 07/02/18

Re: Pvt. Poirier Post #3260 V.F. W. d/b/a Veterans of Foreign Wars of the U. S.

281 Appleton Street.

Notice of New Hearing Date: Tuesday, April 24, 2018 @ 2:00 p.m.; A hearing will be held by the Alcoholic Beverages Control Commission to determine whether the *Licensee* violated certain provisions of 204 CMR (1) Devices which furnish anything besides merchandise of a quantity and quality commensurate with purchase price deposited therein are Prohibited on licensed premises. (Continued on 03/13/18)

Date of Alleged Offense: Wednesday, June 27, 2017 at approximately 11:00 a.m.

<u>DECISION</u>: Based on the evidence, the Commission finds NO VIOLATION of 204 CMR 2.05 (1); Devices which furnish anything besides merchandise of a quantity and quality commensurate with the price deposited therein are prohibited on licensed premises occurred.

• COMPLAINTS RECEIVED:

--NONE-

• DOWNTOWN DISTURBANCES

- 1. 07/05/18 3:30 a.m. **The Garden** Bartender reported male attempting to gain entrance after hours.
- 2. 07/08/18 1:35 a.m. **Slainte Irish Pub** Disturbance Suppressed.

• REVIEW POLICE DEPARTMENT INCIDENT REPORTS/ COMPLAINTS

	<u>NAME</u>	POLICE REPORT#	DATE	<u>VIOLATION</u>
1.	Carreiro's Pub 126	18-7837-OF	06/25/18 (Appr	Patron Assaulted/Shots Fired eximate Time of Violation 3:05 a.m.)
2.	Whiskey Lounge	18-7910-OF	06/26/18 (Appro	Patron Assaulted/Serving To Intoxication/Gambling Machine eximate Time of Violation 2:17 a.m.)

- <u>Upcoming Summer Events & Festivals</u> (For Review Only)
 - Feast of the Blessed Sacrament (Madeira Feast) Aug. 2nd, 3rd, 4th, & 5th Licenses Applied For "No Changes"
 - o 13th Annual N. B. Seaport Chowder Festival Sept. 24th Licenses Applied For Extended Hours
- Review & Adopt 2018 Feast Security Plan "Late File"

ADOPTED FOR 2018

- ✓ ICS command center will be manned by NBPD, NBFD, Feast committee, EMS (located in main hall). ICS contingency plans have been followed including preliminary security meetings with all department heads, and table top exercise with St. Luke's Hospital group.
- ✓ Current security system upgraded with all new cameras, (2) 65" monitors, laptops and operating system to include

10 wireless cameras, wireless cameras from Almar de Mar school, and NBPD cameras. Total cameras in use will be approximately 32-36 cameras. Cameras have been added in all locations that were deemed to be "not covered" by the current system. Presumably the entire grounds including the perimeter should be covered by all cameras when operational.

- ✓ Jersey barriers are being replaced with sanding trucks from DPI and or Fire trucks at all "entrance" points affording greater protection and ease of movement in case of emergency, bollards will be placed in sidewalks to stop possibility of cars driving on them and injuring patrons. In addition there will be 12 light towers in use this year over 3 last year to ensure that the perimeter is well lit for patrons and emergency personnel for everyone's safety. EXIT signs will be painted on the ground directly in front of all exits and will include arrows properly placed to designate the correct direction of travel to exit. In addition photo luminiscent exit signs will be attached to all gates that abut these exit areas.
- ✓ An additional gate has been added in the middle of the Feast grounds on the Hathaway street side affording another form of egress and regress. This gate will be approx.. 24-28' in length while open and will allow for better flow of patrons during normal hours of operation as well as in the case of an emergency situation.
- ✓ System upgraded has been completed for communications to designate all emergency personnel to one primary channel for entirety of the Feast. This allows emergency personnel direct use of a designated channel (5) so as not to interfere with normal operations of police and fire channels. A separate dispatcher will also be designated solely for the Feast on this channel.
- ✓ Gillette stadium protocol as it pertains to bags has been adopted and will be enforced and posted on the Feast website. Again there will be no backpacks, clear bags only, and all bags are subject to search.
- NEXT TWO MEETING DATES: August 27th & September 24th both on Mondays, in Room 314
- <u>MEETING ADJOURNED:</u>

"In accordance with the Americans with Disabilities Act (ADA), if any accommodations are needed, please contact the Office of the Licensing Board at 508-979-1457. Requests should be made as soon as possible but at least 48 hours prior to the scheduled meeting."

The matters listed are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items listed may, in fact, be discussed. Other items not listed may be brought up for discussion to the extent permitted by law.

Massachusetts General Laws, chapter 30A, Section 20(f) requires any person making a video or audio recording of the meeting to notify the Chair at the start of the meeting.

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