



# CAMBRIDGE LICENSE COMMISSION

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ELIZABETH Y. LINT  
EXECUTIVE DIRECTOR

## BOARD OF LICENSE COMMISSIONERS' ADMINISTRATIVE MEETING AGENDA

March 1, 2021 at 1:00 p.m.

Remote Participation

Link: [https://cambridgema.zoom.us/webinar/register/WN\\_dVYE8dabTRuHDCsTH49o5A](https://cambridgema.zoom.us/webinar/register/WN_dVYE8dabTRuHDCsTH49o5A)

***The meeting is being held by remote participation through Zoom, pursuant to Governor Baker's Executive Order of March 12, 2020, suspending certain provisions of M.G.L. c. 30A, due to the COVID-19 Pandemic.***

*The Chair of the Board of License Commissioners (the "Board") reasonably anticipates that the below will be considered, discussed, and may be voted upon by the Board. There will be no public testimony solicited or taken at the meeting. Any comments may be sent to [license@cambridgema.gov](mailto:license@cambridgema.gov). The Board may consider any statements received prior to the meeting.*

1) City Council's Order No. O-9 of 11/16/20, regarding a home rule petition to remove the statutory legal requirements to obtain a license to allow acoustical musical performances of five or fewer performers with no amplification, except for one microphone, at any retail business. Discussion of the City Council's February 22, 2021 responses, questions, and comments regarding the Board's communication dated February 12, 2021 and addressed to the City Manager and City Solicitor. Attached are various communications which may be addressed during the discussion.

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Executive Director













from different City or State agencies. Police sign-off is also required and sometimes the staff works with the applicants and assists them in getting these sign-offs, as well as any additional sign-offs. Once the application is reviewed, the staff schedules the application for a hearing, notifies the applicant of the hearing, and places it on the Board's agenda. Most of these applications are considered by the Board "on the papers" and the applicants do not have to appear before the Board on the date of the hearing. If there is a history of complaints with regard to the applicant, event, or if the event is in a noise sensitive location, the staff has to pull out the information for the Board.

The Board members review the application. This review may happen multiple times as the Board members may review it prior to the hearing and always review it at the hearing. Part of the Board's review includes any disciplinary history regarding the applicant or previous complaints with regard to the applicant, event or location. The Board members, at an open meeting, discuss the application and vote to either grant, deny or defer. If there is a vote of deferral, that means further follow up is needed and/or more information necessary before the Board can vote. This will probably result in the consideration of the application in a future hearing, which requires administrative and Board follow up.

License Investigators are informed of any one-day license that is granted. In the past, all one-day events were inspected by License Investigators. As these events grow in numbers, Investigators no longer have the capability of inspecting them all. However, Investigators often monitor and inspect as many one-day events as possible. In addition, any complaint with regard to a one-day event is investigated. If there is an investigation of an event, it may result in the issuance of a warning to the applicant or a disciplinary hearing before the Board. If there is a disciplinary hearing, further administrative tasks are performed by the License Commission staff and Investigators, including preparation of the case and file, noticing of the hearing, coordinating with witnesses, and live testimony at the hearing. The Board conducts the hearing, and issues written decisions on its findings.

Although most one-day events in the City run smoothly and the License Commission and Board's role end with the event, some do not. There is a lot of administrative, regulatory and enforcement work tied to these one-day events. The cost of \$50.00 per license/event is reasonable and does not even cover the costs of processing, regulating and maintaining these applications and licenses. However, because the importance of these events is recognized, the license fee has been unchanged since July 1, 2012.

Thank you.