



Town of Wenham
BOARD OF SELECTMEN

AGENDA

Wednesday, March 11, 2020

3:00 PM

Wenham Town Hall - 138 Main Street

Notice of public meeting as required by M.G.L. Chpt.30A §18-28

*The listings of matters are those reasonably anticipated by the Chair 48 hours before said meeting, which may be discussed at the meeting. Not all items listed may in fact be discussed. Items may be taken out of order and at times that differ from those listed below. Other items not listed may also be brought up for discussion to the extent permitted by law. **All audience members wishing to address the Board of Selectmen must go to the podium microphone and give their name and address.***

3:00 PM	WELCOME: Call to Order	
3:00 PM	NEW BUSINESS	
	1. One Day Liquor License Request – Mike Duda, First Church in Wenham, 1 Arbor Street, Stuart Corning Memorial Service, Sunday, March 15, 2020, 2:00pm – 4:00pm	CH
3:10 PM	ANTICIPATED ADJOURNMENT	



Town of Wenham
Board of Selectmen

**Application for Special License
(One Day) Liquor License**

Please note applications for a Special Liquor License must be received by the Board of Selectmen at least **30 calendar days** prior to your function. This application may **not** be used for wine tasting events.

Event Title:	Stuart Corning Memorial Service
Start Time:	2:00pm
Expected End Time:	4:00pm
Address of Event:	First Church in Wenham - Holland Hall 1 Arbor Street Wenham, MA 01984
# of People Expected to Attend:	100+
Open to Public or Private Event?	Private
Type of Event? <i>(fundraiser, party, golf tournament, etc.)</i>	Memorial Gathering
Event Location Description: <i>(private home, public area, function hall, etc.)</i>	Holland Hall
Indoor or Outdoor Event?	Indoor
Bar or Liquor Service Vehicles?	Bar
Contact Name:	Mike Duda
Company/Organization Name:	First Church in Wenham - Holland Hall
Phone Number:	978-468-4900
Email Address:	Office.firstchurchwenham@verizon.net

Requesting a License for Sale of:

- All Alcoholic Beverages (non-profits only) \$50 Malt and Wine (for profit companies) \$100

The Licensed Activity or Enterprise is:

- Non-Profit (May sell all forms of liquor) For Profit (May sell wines and malt beverages only)

Is the license for a dining hall maintained by an incorporated educational institution authorized to grant degrees? _____

Please inform the Wenham Police Department of your function if your expected attendees will exceed 75 guests at least one week prior to your event, as a police detail may be required. All outdoor events will require a designated area for liquor consumption and a police detail if open to the general public regardless of the number of attendees.

Please include a check with your application made payable to the "Town of Wenham" for the designated license fee (\$50 non-profits / \$100 all others).



Signature

3/7/20
Date

Deborah A. Baker


Print Name



CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)
03/09/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.


PRODUCER Farquhar & Black Insurance Agency 85 Exchange Street - Suite 101 Lynn MA 01901-1475		CONTACT NAME: Greg Bates, CPCU PHONE (A/C, No, Ext): (781) 599-2200 E-MAIL ADDRESS: greg@FandBInsurance.com PRODUCER CUSTOMER ID: 00035608		FAX (A/C, No): (781) 581-3940	
INSURED First Congregational Church in Wenham 137 Main St. Wenham MA 01984		INSURER(S) AFFORDING COVERAGE			
		INSURER A: AM Trust North Amerca			
		INSURER B:			
		INSURER C:			
		INSURER D:			
		INSURER E:			
		INSURER F:			

COVERAGES **CERTIFICATE NUMBER:** CP203904039 **REVISION NUMBER:****LOCATION OF PREMISES / DESCRIPTION OF PROPERTY** (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Loc# 00001 Bldg# 00001: 137 Main St. Wenham MA 01984

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS	
A	<input checked="" type="checkbox"/> PROPERTY	KPP1059657	02/01/2020	02/01/2021	<input checked="" type="checkbox"/> BUILDING <input checked="" type="checkbox"/> PERSONAL PROPERTY <input checked="" type="checkbox"/> BUSINESS INCOME EXTRA EXPENSE RENTAL VALUE BLANKET BUILDING BLANKET PERS PROP BLANKET BLDG & PP	\$ 2,312,734	
	CAUSES OF LOSS					DEDUCTIBLES	\$ 300,000
	<input type="checkbox"/> BASIC					BUILDING 1,000	\$ 250,000
	<input type="checkbox"/> BROAD					CONTENTS	\$
	<input checked="" type="checkbox"/> SPECIAL						\$
	<input type="checkbox"/> EARTHQUAKE						\$
	<input type="checkbox"/> WIND						\$
	<input type="checkbox"/> FLOOD						\$
	INLAND MARINE	TYPE OF POLICY				\$	
	CAUSES OF LOSS	POLICY NUMBER				\$	
	<input type="checkbox"/> NAMED PERILS					\$	
	CRIME					\$	
	TYPE OF POLICY					\$	
	<input type="checkbox"/> BOILER & MACHINERY / EQUIPMENT BREAKDOWN					\$	
A	General Liability	KPP1059657	02/01/2020	02/01/2021	<input checked="" type="checkbox"/> Each Occurrence <input checked="" type="checkbox"/> Aggregate	\$ 1,000,000 \$ 2,000,000	

SPECIAL CONDITIONS / OTHER COVERAGES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Loan #2758-801

CERTIFICATE HOLDER Cornerstone Fund 700 Prospet Ave. Cleveland OH 44115	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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eTIPS On Premise 3.0

CERTIFIED

Issued: 8/4/2019

Expires: 8/4/2022

ID#: 5158921

Leanne S Govaert
180 Newbury St Apt 2203
Danvers, MA 01923-4109

For service visit us online at www.gettips.com

From: [Deby Baker](#)
To: [Nicole Roebuck](#)
Cc: [Michael Duda](#); [Church Office Administrator](#); [Mike Duda](#)
Subject: Re: Stuart Corning Collation
Date: Monday, March 09, 2020 5:38:20 PM

Thanks so much!! You are awesome!

On Mon, Mar 9, 2020 at 4:42 PM Nicole Roebuck <NRoebuck@wenhamma.gov> wrote:

Thanks you guys! I also found the insurance certificate in my deleted items folder. I have everything we'll need for the Corning family request (minus the check which is coming from the family this week) and the Baker-Bourgeois birthday party request (which is on the agenda for next Tuesday, 3/17/20).

Nicci

Nicci Roebuck

Executive Assistant

Town Administrator's Office

Town of Wenham

138 Main Street, Wenham, MA 01984

978-468-5520 x2

From: Michael Duda [mailto:duda.mj@gmail.com]
Sent: Monday, March 09, 2020 4:41 PM
To: Nicole Roebuck
Cc: Church Office Administrator; Mike Duda; Deby Baker
Subject: Re: Stuart Corning Collation

Yes, the detail is set. Thanks!

Sent from my iPhone

On Mar 9, 2020, at 12:02 PM, Nicole Roebuck <NRoebuck@wenhamma.gov> wrote:

Hi Mike & Deby,

Letting you know I received the application. I do have the First Church proof of insurance and the Tips certification for Leanne. The Selectmen are scheduling a brief meeting this Wednesday afternoon to approve the license request. Have you guys already discussed the potential need for a detail with the Police Department?

Thanks very much,

Nicci

Nicci Roebuck

Executive Assistant

Town Administrator's Office

Town of Wenham

138 Main Street, Wenham, MA 01984

978-468-5520 x2

From: Church Office Administrator [<mailto:office.firstchurchwenham@verizon.net>]

Sent: Saturday, March 07, 2020 4:04 PM

To: Nicole Roebuck

Cc: 'Mike Duda'; 'Deby Baker'

Subject: Stuart Corning Collation

Hi Nicci, here is the application for the liquor license for Sunday, March 15th. The bartender is Leanne Govaert. She did the bar for the 90th birthday party on February 8th. You should have her tip certification on file. If not, let me know. I had Mike sign this one as I am not going to be here for this event. However, email me at my personal email address or call or text me, 978-335-7694 if you have any questions.

The famly is sending in the \$50 check this week.

Thanks,

Deb

Deby Baker

Office Administrator, First Church Wenham

978-468-4900/office hours: Mon - Fri 9am to Noon

office.firstchurchwenham@verizon.net

--

Deby Baker

debybaker@gmail.com

978-335-7694

From: [Tom Perkins](#)
To: [Nicole Roebuck](#)
Subject: Re: One Day Liquor License Request - First Church in Wenham, March 15, 2020, 2 - 4pm - Stuart Corning Memorial Service
Date: Monday, March 09, 2020 6:53:03 PM

No issues at all. We are all set Nicci, thanks. Detail is filled.

Sent from my iPhone

On Mar 9, 2020, at 4:48 PM, Nicole Roebuck <NRoebuck@wenhamma.gov> wrote:

Hi,

Attached is a One Day Liquor License request from Mike Duda with the First Church in Wenham for the Stuart Corning Memorial Service this Sunday, March 15th from 2:00pm – 4:00pm in Holland Hall. The Selectmen have a meeting scheduled Wednesday afternoon at 3:00pm to vote on this request. The only item not received is the check which is coming from the Corning family this week.

Tom, I understand from the church that a detail has already been scheduled. Are you guys all set?

Please reply ASAP with your recommendation for the Selectmen.

Thanks!

Nicci

Nicci Roebuck

Executive Assistant

Town Administrator's Office

Town of Wenham

138 Main Street, Wenham, MA 01984

978-468-5520 x2

<One Day Liquor License Request - First Church in Wenham 03.15.20.pdf>

From: [Jeff Baxter](#)
To: [Nicole Roebuck](#)
Subject: Re: One Day Liquor License Request - First Church in Wenham, March 15, 2020, 2 - 4pm - Stuart Corning Memorial Service
Date: Monday, March 09, 2020 5:29:30 PM

Nicci
All set with fire.

Thank you
Jeffrey Baxter
Deputy Chief
Wenham Fire Department

Sent from my iPhone please excuse briefness or errors.

On Mar 9, 2020, at 16:48, Nicole Roebuck <NRoebuck@wenhamma.gov> wrote:

Hi,

Attached is a One Day Liquor License request from Mike Duda with the First Church in Wenham for the Stuart Corning Memorial Service this Sunday, March 15th from 2:00pm – 4:00pm in Holland Hall. The Selectmen have a meeting scheduled Wednesday afternoon at 3:00pm to vote on this request. The only item not received is the check which is coming from the Corning family this week.

Tom, I understand from the church that a detail has already been scheduled. Are you guys all set?

Please reply ASAP with your recommendation for the Selectmen.

Thanks!

Nicci

Nicci Roebuck

*Executive Assistant
Town Administrator's Office*

Town of Wenham

138 Main Street, Wenham, MA 01984
978-468-5520 x2

<One Day Liquor License Request - First Church in Wenham 03.15.20.pdf>