



Burke's Alewerks Brewery  
200 Webster St. #3  
Hanover, MA 02339  
April 6, 2022

Select Board  
Town of Arlington  
730 Massachusetts Ave  
Arlington, MA 02476

In September of 2021, we were very fortunate to be invited to manage an outdoor beer garden on the grounds of the Jason Russell House, in partnership with the Arlington Historical Society. Over the course of 4 Saturday afternoons, we were heartened to have a wonderful turnout of local residents who joined us for an afternoon of music, food, and craft beer. The reception we received from the attendees was beyond what we could have hoped for. People were excited to be able to gather again outdoors and enjoy time with friends and family. And a significant portion of proceeds generated went to support the Jason Russell House mission.

We have been invited by the Arlington Historical Society to return again this year for an extended Summer Beer Garden, and we are very excited to do so. And our local restaurant partner for the September events, Menotomy Grill, has agreed to join us again. The proposed period of time would be Saturday afternoons, 2pm to 8pm (or dusk, whichever comes first) June through September.

Attached is:

- Special Alcohol License Application
- Alcohol Management Plan
- Site Diagram
- Certificate of Liability Insurance
- Photos from last year's event depicting the site setup
- On-site Manager TIP Certification Cards (all other staff are required by us to be TIP Certified as well)

I look forward to reviewing this plan with the town and answering any questions related to the proposal.

Best Regards,  
Brian Burke  
Owner & President  
Burke's Brewing Co., Inc.



**Burke's Brewing Company, Inc.**

**Alcohol Management Plan for Beer Garden**

**On the Jason Russell House Grounds**

**7 Jason Street, Arlington, MA**

**Event Description:**

We are seeking approval to hold a weekly beer garden on the grounds of the Jason Russell House, in partnership with the Arlington Historical Society, occurring on every Saturday in June through September (June 4, 2022 to September 24, 2022) from 2pm to 8pm each day (or Dusk, whichever is earlier). We hope to provide a family-friendly event with music, local food, and craft beer in a shaded, scenic setting. In addition to providing an outdoor setting to socialize and relax, we hope to promote the Arlington Historical Society, the Jason Russell House, and the history of Arlington. The events will be in an enclosed outdoor area bounded by a stone wall and temporary barriers as needed. All staff and management will be TIPS certified and experienced in serving alcohol and managing an environment where alcohol is responsibly consumed.

**Event Layout and Border Control:**

- The event will be limited to the outdoor grassy area of the Jason Russell House and Arlington Historical Society grounds, within the confines of the stone wall and any needed temporary barriers. The Historical Society may provide tours of the Jason Russell House as staffing and space allow. No alcohol will be allowed indoors.
- Bathrooms in the Arlington Historical Society building will be available for participant use.
- Access to the enclosed beer garden area will be through a single entrance, where we will have staff controlling access, performing age validation and wristband issuance to those over 21 years of age, and assuring that no open containers leave the event space.
- We will have a dedicated staff member located at the corner of the grounds near the Intersection of Mass Ave and Jason Street to assure no participant jumps the wall entering or leaving the grounds.
- Staff at access points will monitor for intoxicated persons leaving the event and will address as needed (outlined further in this document).

- There is an ADA-compliant entrance to the beer garden off of Jason Terrace. Staff can be available to assist patrons who require assistance entering the site.

### **Signage:**

At the entrance to the event and at the beer serving area, there will be signage containing the following information:

- They are entering licensed premises.
- Intoxicated persons will not be permitted entry.
- Intoxicated Persons will NOT be served and will be removed.
- Persons in possession of outside alcohol will not be permitted to enter.
- It is an offense for minors to purchase and consume alcohol.
- It is PROHIBITED to purchase alcohol and supply to minors.
- Evidence of age will be required of all attendees purchasing alcohol.

### **Preventing the Sale, Service, and Consumption of alcoholic beverages to persons under the age of 21:**

- This is an all-ages event so that families may enjoy spending time on the grounds listening to music and enjoying food. Persons over the age of 21 will be allowed to purchase beer with proper identification.
- All persons purchasing alcoholic beverages will have their id checked by a TIPS certified associate.
- A wristband will be issued validating the id has been verified
  - Wristband color and design will be known only to the event host (Brian Burke) until the starting time of the event
  - Servers will be instructed to check id of any person trying to purchase alcohol, if they have any reason to believe they are not 21 or older, regardless of whether the person has a wristband or not.

### **Vessels:**

- All beers will be poured in clear 16-oz cups.
- Most, if not all beers will be poured from our trailer draft system.
- Should we elect to pour from cans, the cans will be opened by our personnel and poured into clear plastic 16-oz cups. Attendees in no circumstances will be handed a sealed container.

### **Service Restrictions:**

- To ensure alcoholic beverages are served in a safe, responsible, and controlled manner, sales and service of alcoholic beverages will be limited to (1) serving per transaction. If the patron is accompanied by another patron(s) who wants to pay for the beverages of their party, they may



do so provided all consumers are present and are wearing a wristband indicating we have verified their age (or who present additional verification should we ask for it).

- To comply with the Arlington regulation that no more than 2 alcoholic beverages be served to an individual without the purchase of food, we will issue wristbands with (2) numbered tabs that we will collect with each sale. Any further purchase of an alcohol beverage must be accompanied with proof of food purchase from the onsite food vendor. The food vendor(s) will commit to being onsite and offering food for the duration of the event.
- Last sale of alcohol will be made no later than 30 minutes before the end of the event. For this event, that means last sale will occur at 7:30pm at the latest (or 30 minutes before dusk).

**Preventing the sale, service and consumption of alcoholic beverages to persons who appear intoxicated:**

- Staff will refuse to sell an alcoholic beverage to any person who appears to be intoxicated.
- If any guest who appears to be intoxicated is seen in possession of or consuming an alcoholic beverage, staff will take the appropriate measures to remove the alcoholic beverage from the guest.
- Guests who appear intoxicated and do not cooperate with staff will be escorted from the facility. Unless the guest is with another person who is not intoxicated and is able to drive, the staff will make sure the guest leaves in a taxi or ride share.
- If necessary, staff will alert onsite police detail to any issue that raises concerns for public safety.

**Emergency Evacuations:**

Should the need to evacuate the event grounds arise, patrons will be directed to the main entrance on Jason Street. Additionally, should we need additional egress, the temporary barrier in the Northwest corner of the grounds will be opened up to allow for exit onto the sidewalk along Mass Ave. An associate will be dedicated to this task and assigned to open the barrier and remain at the egress to assure safe passage and monitor for alcohol leaving the premises.

**Traffic & Parking:**

It is not expected that this event will draw a large number of vehicles or create traffic issues. We will actively promote and encourage local participants to walk, bike, or take public transportation or rideshare services to the event. The event is ideally located on several MBTA bus routes, pedestrian routes along Mass Ave, and near the Minuteman Bike trail.

There are 8 on-street parking spaces adjacent to the event grounds on Jason Street, and a large number of on-street, 2-hour parking meters along Mass Ave, that are not in heavy use on a Saturday afternoon in that area.

OFFICE OF THE SELECT BOARD



TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: Brian T. Burke

Address, phone & e-mail contact information: 200 Webster St., Suite 3, Hanover, MA 02339  
617-763-7864 burbkebrian@gmail.com

Name & address of Organization for which license is sought: Burke's Brewing Co, INC  
DBA BURKE'S ALE works, 200 Webster St, Ste 3, Hanover, MA 02339

Does this Organization hold nonprofit status under the IRS Code? Yes ☒ No

Name of Responsible Manager of Organization (if different from above):  
same

Address, phone & e-mail contact information: \_\_\_\_\_

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? NO If so, please give date(s) of Special Licenses and/or applications and title of event(s). \_\_\_\_\_

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

Sept 4, 11, 18, 25, 2021 Jason Russell House, 7 Jason St, Arlington, MA

24-Hour contact number for Responsible Manager of Alcohol Event date: 617-763-7864

Title of Event: Jason Russell House Beer Garden

Date/time of Event: multiple: (June 4, 11, 18, 25) (July 2, 9, 16, 23, 30) (Aug 6, 13, 20, 27) (Sept 3, 10, 17, 24)

Location of Event: Jason Russell House, 7 Jason St, Arlington, MA

Location/Event Coordinator: Brian Burke - Burke's Aleworks, Patsy Kraemer - Arlington Historical Society

Method(s) of invitation/publicity for Event: Social media, web site, press release



Number of people expected to attend: 200-300 per day

Expected admission/ticket prices: No admission fee

Expected prices for food and beverages (alcoholic and non-alcoholic): \$ 7.50 / Beer or Soften  
\$ 8-15 / Food

Will persons under age 21 be on premises? yes

If "yes," please detail plan to prevent access of minors to alcoholic beverages. please see Attached Alcohol Control Plan

Have you consulted with the Department of Police Services about your security plan for the Event?  
yes

#### OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Officer Corey P. Rateau Date 5-4-22

Officer Corey P. Rateau

Printed name/title

#### POLICE COMMENTS:

Applicant will need to request at least one safety detail for each event. However, since this event first started during the pandemic with limited capacities, we would like to reserve the right to require that an additional safety detail be requested if attendance, traffic, and other conditions are greater than expected.

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

Beer and hard Soften

What types of food and non-alcoholic beverages do you plan to serve at the Event?  
Mendocino Grill - Burgers, dogs, black bean burgers or similar  
Water, soft drinks

Who will be responsible for serving alcoholic beverages at the Event?

Burke Alvarado bartending

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

All staff are TIP certified

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

Brian T Burke - Owner & Manager 2-1-1967  
Lisa Bellantoni - Taproom Manager 3-30-1983

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: [www.mass.gov/abcc](http://www.mass.gov/abcc)) Burke's Brewing Co., INC.

Date of Delivery: day of event (multiple)  
Alcohol Serving Time (s): 2pm to 8pm

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

Beer & Seltzer will be served from several serving trailers that will be taken back to the brewery at event close.

Date of Pick-Up: same day (multiple) within 30 minutes of event close.

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

Please submit this completed form and filing fee to the Select Board at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: 

Printed name: Brian T. Burke

Printed title & Organization name: Owner & President, Burke's Brewing Co. Inc.

Email: burkebrian8@gmail.com



# Beer Garden Site Diagram


Jason Russell House

7 Jason Street, Arlington, MA



## Key:


Stone Wall Perimeter: 

Food Vendor: 

 / Parking

Temporary Barrier: 

Music: 

Beer trailer: 

Bathrooms: 





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/6/2022

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.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> GHM Agency 51 Main Street PO Box 649 Waterville ME 04903-0649		<b>CONTACT NAME:</b> Corianna Cote <b>PHONE (A/C No, Ext):</b> (207) 873-5101 <b>FAX (A/C, No):</b> (207) 873-5784 <b>E-MAIL ADDRESS:</b> cori@ghmagency.com																						
<b>INSURED</b> BURKE'S BREWING CO., INC. 200 WEBSTER STREET UNIT 3 HANOVER MA 02339		<table border="1"><thead><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td colspan="2">INSURER A: Tri-State Insurance Co of Minnesota</td><td>31003</td></tr><tr><td colspan="2">INSURER B: Union Insurance Co</td><td>25844</td></tr><tr><td colspan="2">INSURER C: Acadia Insurance Co</td><td>31325</td></tr><tr><td colspan="2">INSURER D:</td><td></td></tr><tr><td colspan="2">INSURER E:</td><td></td></tr><tr><td colspan="2">INSURER F:</td><td></td></tr></tbody></table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A: Tri-State Insurance Co of Minnesota		31003	INSURER B: Union Insurance Co		25844	INSURER C: Acadia Insurance Co		31325	INSURER D:			INSURER E:			INSURER F:		
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INSURER F:																								

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

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	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		ADV5315920-14	12/7/2021	12/7/2022	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000						
	MED EXP (Any one person) \$ 10,000						
	PERSONAL & ADV INJURY \$ 1,000,000						
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			MAA5355304-14	12/7/2021	12/7/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	BODILY INJURY (Per person) \$						
	BODILY INJURY (Per accident) \$						
	PROPERTY DAMAGE (Per accident) \$						
C	UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/>			CUA5511094-10	3/1/2022	12/7/2022	EACH OCCURRENCE \$ 4,000,000
	AGGREGATE \$ 4,000,000						
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A		WCA5331760-14	12/7/2021	12/7/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	E.L. EACH ACCIDENT \$ 500,000						
	E.L. DISEASE - EA EMPLOYEE \$ 500,000						
	E.L. DISEASE - POLICY LIMIT \$ 500,000						
A	Liquor Liability			ADV5315920-14	12/7/2021	12/7/2022	Each Occurrence 1,000,000
	Aggregate 2,000,000						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

General Liability:

Blanket additional insured status with signed contract for on going operations.

**CERTIFICATE HOLDER****CANCELLATION**

Arlington Historical Society  
7 Jason St  
Arlington, MA 02476

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

Corianna Cote/CORI

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## Scenes & Setup from September 2021 Beer Gardens



### Music:





**Food Service:**



**Beer & Seltzer Service:**





eTIPS On Premise 3.1

**CERTIFIED**

Issued: 11/23/2020

Expires: 11/23/2023

ID#: 5403843

Brian T. Burke

Burke's Brewing CO., Inc. DBA Burkes Alewerks

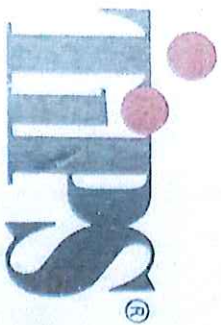
200 Webster St Ste 3

Hanover, MA 02339-1230

For service visit us online at [www.gettips.com](http://www.gettips.com)

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**CERTIFIED**

eTIPS On Premise 3.0

Issued: 1/10/2020

Expires: 1/10/2023

ID#: 5277163

Lisa Bellantoni

Mr Dooley's Olde Irish Village Pub

160 Colony Place Rd

Plymouth, MA 02360-7233

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