

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: FRANK TESSITORE

Address, phone & e-mail contact information: 222 HIGHLAND AVE, ARLINGTON, MA 02476  
781-863-0610(W) 781-648-7543 (H) FRANK@OSTRAN.COM

Name & address of Organization for which license is sought: FIDELITY HOUSE  
25 MEDFORD ST, ARLINGTON, MA 02474

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

Name of Responsible Manager of Organization (if different from above):  
ED WOODS, EXECUTIVE DIRECTOR; ALTERNATE - FRANK TESSITORE

Address, phone & e-mail contact information: 25 MEDFORD ST, ARLINGTON, MA 02474  
781-648-2005 FIDELITYHOUSE@ARL.MA.GOV

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). N/A

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?  
ANNUAL EVENT - PREVIOUS MAY 16, 2015

24-Hour contact number for Responsible Manager on Event date: 781-648-2005(W) 781-643-8635(H)

Title of Event: ANNUAL FUNDRAISER

Date/time of Event: MAY 14, 2016

Location of Event: FIDELITY HOUSE - 25 MEDFORD ST, ARLINGTON, MA \*

Location/Event Coordinator: ED WOODS

Method(s) of invitation/publicity for Event: MAILING; CHURCH BULLETIN

\* IN COMPLIANCE AND ADDITION TO THE TOWN OF ARLINGTON'S POLICY

Number of people expected to attend: 250

Expected admission/ticket prices: \$60/admission

Expected prices for food and beverages (alcoholic and non-alcoholic): FOOD PROVIDED BY  
TICKET PRICE; NON-ALCOHOLIC \$2; ALCOHOLIC \$3 - \$5

Will persons under age 21 be on premises? NO

If "yes," please detail plan to prevent access of minors to alcoholic beverages. N/A

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.

Det. Corey P. Rabeau  
Det. Corey P. Rabeau  
Printed name/title

Date 2/22/16

#### POLICE COMMENTS:

Request at least one police detail

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, WINE, LIMITED MIXED DRINKS

What types of food and non-alcoholic beverages do you plan to serve at the Event?

BUFFET - MEAT, PASTA, VEGETABLES, SALADS  
BEVERAGES - WATER, SOFT, COFFEE

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

MEMBERS OF  
EVENT STAFF

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.

SEE ATTACHES

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.

SEE ATTACHED

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))

WILL PURCHASE FROM GREAT LIQUORS (MASSACHUSETTS)  
AUSTON TASH WINE (MASSACHUSETTS); DELIVERY ON OR BEFORE EVENT DATE

Date of Delivery: MAY 13, 2016

Alcohol Serving Time (s): 6:30 AM - 11:00 AM

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

IF ALLOWED BY WHOLESALE IT WILL BE RETURNED; OTHERWISE WILL BE GIVEN  
TO EVENT VOLUNTEERS NEXT DAY AND REMOVED FROM LOCATION

Date of Pick-Up: MAY 14, 2016

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.)

EVENT COVERAGE OBTAINED FROM ARCHITECT  
OF BOSTON

Please submit this completed form and filing fee to the Board of Selectmen  
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: FRANK TESSITORE

Printed title & Organization name: PRESIDENT - FRIENDS OF FREEDOM HOUSE

Email: FRANK@OSTLAW.COM



25 Medford Street  
Arlington, MA 02474  
781-648-2005  
www.fidelityhouse.org



## FIDELITY HOUSE



Edward F. Woods  
Executive Director

February 16, 2016

Department of Police Services  
112 Mystic Street  
Arlington MA 02476

Attention: Officer Cory Rateau

Dear Officer Rateau:

Enclosed please- find an Application for Special (One-Day) Liquor License for Fidelity House for its annual fundraiser to be held on May 14<sup>th</sup>, 2016. The event will be held at Fidelity House at its location at 25 Medford Street, Arlington, Massachusetts. Pursuant to the application, Fidelity House is required to submit a security plan to the Department of Police Services for their approval. Accordingly, the application is attached, and an explanation is provided below regarding the security plan for the event. If satisfactory, could you please sign and date on page two and return to me at the address above. I can then submit to the Board of Selectmen for approval.

As indicated above, the event will be held at Fidelity House at its 25 Medford Street location on May 14<sup>th</sup>, 2016. The security plan for crowd control, unruly patrons, emergency evacuations, traffic/parking considerations and controlling access to alcohol by underage persons will entail the following:

1. Police detail will be requested. Typically, the detail officer is stationed inside the gymnasium where the majority of seating is located and the evening's events, such as a silent and live auction, take place. Several event volunteers also circulate all evening to observe all activity and persons.
2. All entrances are closed, and one entrance only for ticketed guests is manned by staff. Proof of purchased ticket is required for entrance. All emergency exits are clearly marked in the entire building pursuant to the licensing requirements of Fidelity House for its various children's programs. Staff members of Fidelity House will be present at the event and are trained in the facility's emergency evacuation plans.
3. No guest under the age of 21 is permitted to attend the event. No staff person or volunteer is under the age of 21.
4. Admission to the event is limited to ticketed guests who will pay \$60 per person for admission. Ticket price includes a buffet meal. Beverages are not included. Beverages that can be purchased include soft drinks, water, beer, wine and limited mixed drinks.
5. Purchase of beverage tickets is at manned stations separate from the areas in which beverages are purchased and served. Cash from the stations selling the beverage tickets is collected on a regular basis and secured in a safe in an office located in the administrative portion of the building. The collection of cash is done on a regular basis throughout the evening.
6. All persons selling beverage tickets are over the age of 21 and provide observation and feedback to the appropriate parties if any unusual circumstances are detected.

7. The bartenders provide a second set of observations with respect to guests and are instructed to report any unusual circumstances to the appropriate persons.

8. One person is designated to act as the alcohol supervisor for the evening and would be the designated person for either the ticket sellers or bartenders to report any unusual activities. This person would then coordinate with the detail police officer to take any necessary precautions.

9. No alcohol or other beverages from the outside are permitted into the event.

10. The serving of alcohol will end at 11:00 p.m., approximately one hour before the end of the event.

11. Traffic/parking is handled in the same manner as activities at St. Agnes Church or St. Agnes School. Parking is available in the school parking lot, the municipal parking lot and on street.

If you have any further questions or wish to add feedback or consult regarding the plan, please do not hesitate to contact me

Very truly yours,

A handwritten signature in cursive script, appearing to read "Ed Woods".

Ed Woods  
Executive Director

Enclosure

FIDELITY HOUSE

Elisa M. Doherty	TIPS Certified(attached)	#3761278
Marisa L. Doherty	TIPS Certified(attached)	#3761277
Fred Harris	D/O/B August 4, 1961	
Paul McDonald	D/O/B August 23, 1952	
Jack Keefe	D/O/B August 9, 1953	
Tom Fitzgerald	D/O/B July 7, 1953	



On Premise

SSN: XXX-XX-XXXX

Issued: 7/1/2014

Expires: 6/15/2017

ID#: 3761277

D.O.B.: XX/XX/XXXX

MARISA L DOHERTY  
20 Old Middlesex Path  
Arlington, MA 02474-1924

For service visit us online at [www.gettips.com](http://www.gettips.com)  
Benjamin Stoller, 46030



On Premise      SSN:    XXX-XX-XXXX  
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*This card was issued for successful completion of the TIPS program.*

Signature: \_\_\_\_\_

*Elisa M. Doherty*