



Local Control Sub-committee

Tuesday, February 6, 2024, 5:00 PM, Bushor Conference Room

Please click the link below to join the webinar:

<https://zoom.us/j/93072965543>

Or Telephone: +1 305 224 1968 US

Webinar ID: 930 7296 5543

1. Agenda

Subject	1.1. Motion to amend/adopt agenda
Meeting	February 6, 2024 - Local Control Sub-committee Meeting - Tuesday, February 6, 2024, 5:00 PM, Bushor Conference Room
Category	1. Agenda
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to amend/adopt agenda

2. Public Forum

Subject	2.1. Verbal Comments
Meeting	February 6, 2024 - Local Control Sub-committee Meeting - Tuesday, February 6, 2024, 5:00 PM, Bushor Conference Room
Category	2. Public Forum
Department	Council and Board
Type	Action Procedural

Recommended Action open the Public Forum
close the Public Forum

3. Consent Agenda

Subject	3.1. Motion to adopt the consent agenda and take the actions as indicated
Meeting	February 6, 2024 - Local Control Sub-committee Meeting - Tuesday, February 6, 2024, 5:00 PM, Bushor Conference Room
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent)
Recommended Action	Motion to adopt the consent agenda and take the actions as indicated
Subject	3.2. Catering Log - C/T
Meeting	February 6, 2024 - Local Control Sub-committee Meeting - Tuesday, February 6, 2024, 5:00 PM, Bushor Conference Room
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication Information
Recommended Action	waive the reading, accept the communication and place it on file
Subject	3.3. First, Second, Third Liquor License and Outside Consumption Permit Renewals (2024-2025): see attached list
Meeting	February 6, 2024 - Local Control Sub-committee Meeting - Tuesday, February 6, 2024, 5:00 PM, Bushor Conference Room
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent)
Recommended Action	approve the 2024-2025 First, Second, Third Liquor License and Outside Consumption Permit Renewals as listed with all standard conditions

4. Deliberative Agenda

Subject	4.1. First and Third Class Liquor License Applications (2024-2025): The Archives, 191 College Street
Meeting	February 6, 2024 - Local Control Sub-committee Meeting - Tuesday, February 6, 2024, 5:00 PM, Bushor Conference Room
Category	4. Deliberative Agenda
Department	Clerk/Treasurer's Office

Type	Action
Recommended Action	approve the 2024 - 2025 First and Third Class Liquor License Applications for The Archives, 191 College Street contingent upon Fire Marshal approval and with all standard conditions

5. Other Business

6. Adjournment

Subject	6.1. Motion to adjourn
Meeting	February 6, 2024 - Local Control Sub-committee Meeting - Tuesday, February 6, 2024, 5:00 PM, Bushor Conference Room
Category	6. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn

Spino

Date Received	Date of Event	Name of Caterer	Event Location	Type of Event	Event Hours	Attendees	Beverages
1/31/2024	1/12/2024	Sugansnap, LLC	1 College Street	Keller Williams Gala Dinner	5:00 pm - 10:00 pm	120	
1/31/2024	1/16/2021	Switchback Beerworks, Inc.	110 Main Street	Small Ticketed Dinner	5:00 pm - 10:00 pm	20	Cash Bar
1/31/2024	1/19/2024	Pear Ridge Productions LLC	416 Pine Street	Private Staff Appreciation Cocktail Party for AO Glass	5:00 pm - 9:00 pm	70	Cash Bar
1/31/2024	1/19/2024	Sugansnap, LLC	1 College Street	Member Preview Party ECHO	5:30 pm - 7:30 pm	200	Beer/Wine/Cash Bar
1/31/2024	1/20/2024	Sodexo	590 Main Street	Jarlath O'Neill Dunne Memorial Service	9:00 am - 5:30 pm	225	
1/31/2024	1/26/2024	Sugansnap, LLC	1 College Street	MSK Engineers Holiday Party	6:00 pm - 8:00 pm	90	Beer/Wine
1/31/2024	1/23/2024	Sugansnap, LLC	1 College Street	Shelburne Farms Staff Cocktail Party	6:00 pm - 8:00 pm	130	Beer/Wine
1/31/2024	1/27/2024	Sodexo	375 Maple Street	Burlington Rugby Cotillion	5:30 pm - 10:00 pm	70	
1/31/2024	1/28/2024	Bevo LLC	50 Lake Street	Talent Skate Park Fundraiser	4:00 pm - 9:00 pm	125	
1/31/2024	1/30/2024	Switchback Beerworks, Inc.	110 Main Street	Private Ticketed Dinner	5:00 pm - 10:00 pm	20	Cash Bar
1/31/2024	2/1/2024	Sodexo	97 Spear Street	Victory Club - Men's Basketball	4:00 pm - 11:00 pm	125	
1/31/2024	2/2/2024	Sodexo	590 Main Street	NBH Forum	3:00pm - 9:00 pm	175	
1/31/2024	2/2/2024	Skinny Pancake, Inc	60 Lake Street	Film Showing of Mad River Glen - A 75-Year Fellowship of Skiers	5:30 pm - 8:30 pm	200	
1/31/2024	2/3/2024	Sodexo	97 Spear Street	Victory Club - Men's Basketball	11:00 am - 6:00 pm	115	
1/31/2024	2/3/2024	Sodexo	375 Maple Street	Winter Party	6:00 pm - 10P:00 pm	150	Cash Bar
1/31/2024	2/3/2024	Skinny Pancake, Inc	60 Lake Street	Green Mountain Cabaret	6:30 pm - 9:00 pm	200	
1/31/2024	2/8/2024	Sodexo	97 Spear Street	Victory Club - Women's Basketball	3:00 pm - 10:45 pm	100	
1/31/2024	2/8/2024	Sodexo	55 Colchester Avenue	SI-MBA & VBSR Networking & Panel Reception	3:30 pm - 10:00 pm	85	
1/31/2024	2/9/2024	Sodexo	112 South Williams Street	Board of Trustees Dinner	3:30 pm - 11:00 pm	50	
1/31/2024	2/9/2024	Sugansnap, LLC	135 Church Street	BCA Exhibition Opening	5:00 pm - 7:00 pm	200	Cash Bar
1/31/2024	2/10/2024	Sodexo	97 Spear Street	Victory Club - Women's Basketball	11:00 am - 8:00 pm	125	
1/31/2024	2/10/2024	Sodexo	97 Spear Street	Victory Club - Women's Basketball	3:00 pm - 10:45 pm	100	
1/31/2024	2/13/2024	Skinny Pancake, Inc	60 Lake Street	The Moth Series	6:30 pm - 9:00 pm	200	
1/31/2024	2/15/2024	Sodexo	97 Spear Street	Victory Club - Men's Basketball	4:00 pm - 11:00 pm	125	
1/31/2024	2/16/2024	Sodexo	147 Spear Street	Victory Club - Men's Hockey	4:00 pm - 12:00 am	125	
1/31/2024	2/17/2024	Sodexo	97 Spear Street	Victory Club - Women's Basketball	1:00 pm - 8:00 pm	100	
1/31/2024	2/17/2024	Sodexo	590 Main Street	NOFA Winter Conference	3:00 pm - 9:00 pm	225	
1/31/2024	2/17/2024	Sodexo	147 Spear Street	Victory Club - Men's Hockey	4:30 pm - 12:00 am	125	
1/31/2024	2/22/2024	Sodexo	97 Spear Street	Victory Club - Women's Basketball	3:00 pm - 10:45 pm	100	
1/31/2024	2/24/2024	Sodexo	97 Spear Street	Victory Club - Men's Basketball	4:00 pm - 11:00 pm	125	
1/31/2024	3/6/2024	Sodexo	262 South Willard Street	Champlain College Career Fair Employer Reception	4:30 pm - 5:30 pm	40	

**2024-2025 First, Second, Third Class Liquor License and Outside Consumption Permit
Renewals**

Local Control Commission Meeting, Tuesday, February 06, 2024

First Class:

Arts Riot
Bistro de Margot
Buffalo Wild Wings
El Cortijo
Foam Brewers
Hilton Garden Inn Burlington DT
Istanbul Kebab House
JSkis
Olde Northender Pub
Pascolo Ristorante
Queen City Brewery
Rasputin's
Sherpa Kitchen
Simple Roots Brewing
Taco Gordo
Farmhouse Tap and Grill
Friendly Toast
The Great Northern
The Gryphon
The Pinery
T Rugg's Tavern
Vermont Comedy Club

Second Class:

#126 North Avenue Jolley
Cumberland Farms 661 Pine St
Cumberland Farms 454 Riverside Ave
Kampus Kitchen
Momo's Market
Pearl Street Beverage
Wilder Wines

Third Class:

Arts Riot
Bistro de Margot
Buffalo Wild Wings
El Cortijo
Foam Brewers
Hilton Garden Inn Burlington DT
Istanbul Kebab House
JSkis
Olde Northender Pub
Pascolo Ristorante
Rasputin's
Taco Gordo
Farmhouse Tap and Grill
Friendly Toast
The Great Northern
The Gryphon
The Pinery
T Rugg's Tavern
Vermont Comedy Club

Outside Consumption:

Arts Riot
Bistro de Margot
Buffalo Wild Wings
Foam Brewers
Hilton Garden Inn Burlington DT
Istanbul Kebab House
JSkis
Olde Northender Pub
Pascolo Ristorante
Simple Roots Brewing
Taco Gordo
Farmhouse Tap and Grill
Friendly Toast
T Rugg's Tavern
Vermont Comedy Club



Home (/DLLLicenseManagment/s/)

Application

DLL - Application - 35765

Approve

Reject

Applicant Action Required

Town Payment Received

Download

APPLICATION DETAILS

RELATED INFORMATION

✓ Application Information

DLL - Application Id

DLL - Application - 35765

Business Entity Name

The Parlor, LLC

Phone number:

Applicant Email

mambro227@hotmail.com (<mailto:mambro227@hotmail.com>)

Renewal Application

Student Name

Applicant Action Comments

License/Permit Location Description

Town Fee

115

Business Entity Phone

802-598-7047

Training Completion Record

Designated Caterers Details

Days Since Last Modified

-1

Estimated time period for alcohol

Name and address from whom you purchase

Lease Expiration Date

Liquor Liability Insurance Policy Number

Landlord Email

Renewal Change Indicated

Renewal Change Description

URL for Policies & Procedures ¹

URL for Duties ¹

External Status

Application sent to municipality

Town Clerk/ Municipal Jurisdiction

Burlington

Historical Id

1RST

Application Type ¹

License

Application For

First Class Restaurant/Bar License

Mode of Training

Town User Approval/Rejection Comments

Eligibility of Tobacco Fee waiver

Quantity of Alcohol required

what purpose this alcohol is used to be

Where is this alcohol to be used

pd clerk #1108
to 1/16/27
\$205.00



Home (/DLLLicenseManagment/s/)

Application
DLL - Application - 35767

Approve

Reject

Applicant Action Required

Town Payment Received

Download

APPLICATION DETAILS

RELATED INFORMATION

✓ Application Information

DLL - Application Id

DLL - Application - 35767

Business Entity Name

The Parlor, LLC

Phone number:

Applicant Email

mambro227@hotmail.com (mailto:mambro227@hotmail.com)

Renewal Application

Student Name

Applicant Action Comments

License/Permit Location Description

Town Fee

0

Business Entity Phone

802-598-7047

Training Completion Record

Designated Caterers Details

Days Since Last Modified

-1

Estimated time period for alcohol

Name and address from whom you purchase

Lease Expiration Date

Liquor Liability Insurance Policy Number

Landlord Email

Renewal Change Indicated

Renewal Change Description

URL for Policies & Procedures ⓘ

URL for Duties ⓘ

External Status

Application sent to municipality

Town Clerk/ Municipal Jurisdiction

Burlington

Historical Id

3RST

Application Type ⓘ

License

Application For

Third Class Restaurant/Bar License

Mode of Training

Town User Approval/Rejection Comments

Eligibility of Tobacco Fee waiver

Quantity of Alcohol required

what purpose this alcohol is used to be

Where is this alcohol to be used



LIQUOR LICENSE

NEW APPLICANT QUESTIONNAIRE

D/B/A (Business Name) The Archives Bar

Contact person Michele R. Ambrosino Contact Phone 802-598-7047

1. Have you ever had a liquor license before? If yes, please explain.

We have not.

2. Please describe your experience serving or selling alcohol?

Bartended and served in college.

3. Are you familiar with the laws relating to the sale of alcohol in Vermont? Have you completed the training required by DLC? Have your employees? If not, what is your plan for training?

Yes, completed the DLC training and all our current employees have as well. Current staff and management are all staying in their current positions.

4. Have you had an opportunity to meet with an inspector from the Department of Liquor Control?

No I have not met with them yet.

5. How many employees will you have?

Likely 8-10 current employees will be staying.

6. What is/will the square footage of the public space and what is/will be your occupancy load??

Square footage is roughly 2400 square feet. Occupancy limit per Burlington Fire Code is 130.

7. What kind of precautions will you take to prevent underage sales?

This has never been and will never be a college bar. Our interest in this purchase is due in large part to the fact that the clientele is an average age of 35 years old. We have well experienced door security who take precautions and are well trained at spotting underage and fake ID's.

Please note that your application will not go before the License Subcommittee until this application has been satisfactorily completed and returned to the Clerk's Office



May 1, 2023 ---- April 30, 2024

CITY OF BURLINGTON
Liquor License Supplemental Questionnaire

☒ New ☐ Renewal

PART I--ORGANIZATION

1. Corporation/Sole Proprietor name The Parlor, LLC
2. D/B/A (Business Name) The Archives Bar 3. Bus. Phone _____
4. Business Address 191 College Street, Burlington, VT 05401
5. Contact person Michele Ambrosino 6. Contact Phone 802-598-7047
7. Email Address: mambro227@hotmail.com

PART II--OPERATION

1. Regular Hours of Operation:

Sunday 12pm-2am Wednesday 4pm-2am Saturday 12pm-2am
Monday 4pm-2am Thursday 4pm-2am
Tuesday 4pm-2am Friday 4pm-2am

2. Occupancy Load 130 3. # of Restrooms 2 4. # of Egresses 3
5. Date of last Fire/Safety Check November 2023

PART III--MANAGER OF RECORD

Please provide the following information on the manager of record.

Manager of Record Sean McKenzie

Home Address 38 Frederic Way, Hinesburg, VT 05461

Phone number _____ Social Security Ni _____

Driver's Licen _____ Date of B' _____ e of Birth _____

WITHIN THE PAST SEVEN YEARS HAS THE MANAGER BEEN CONVICTED OF A FELONY OR A VIOLATION OF STATE OR FEDERAL NARCOTICS LAW?

ANY PENDING CHARGE? _____

The Archives Bar Menu

January 2024

Cheese Plate

Three rotating selections of Vermont Cheese

Vermont Smoke and Cure Meat Selection

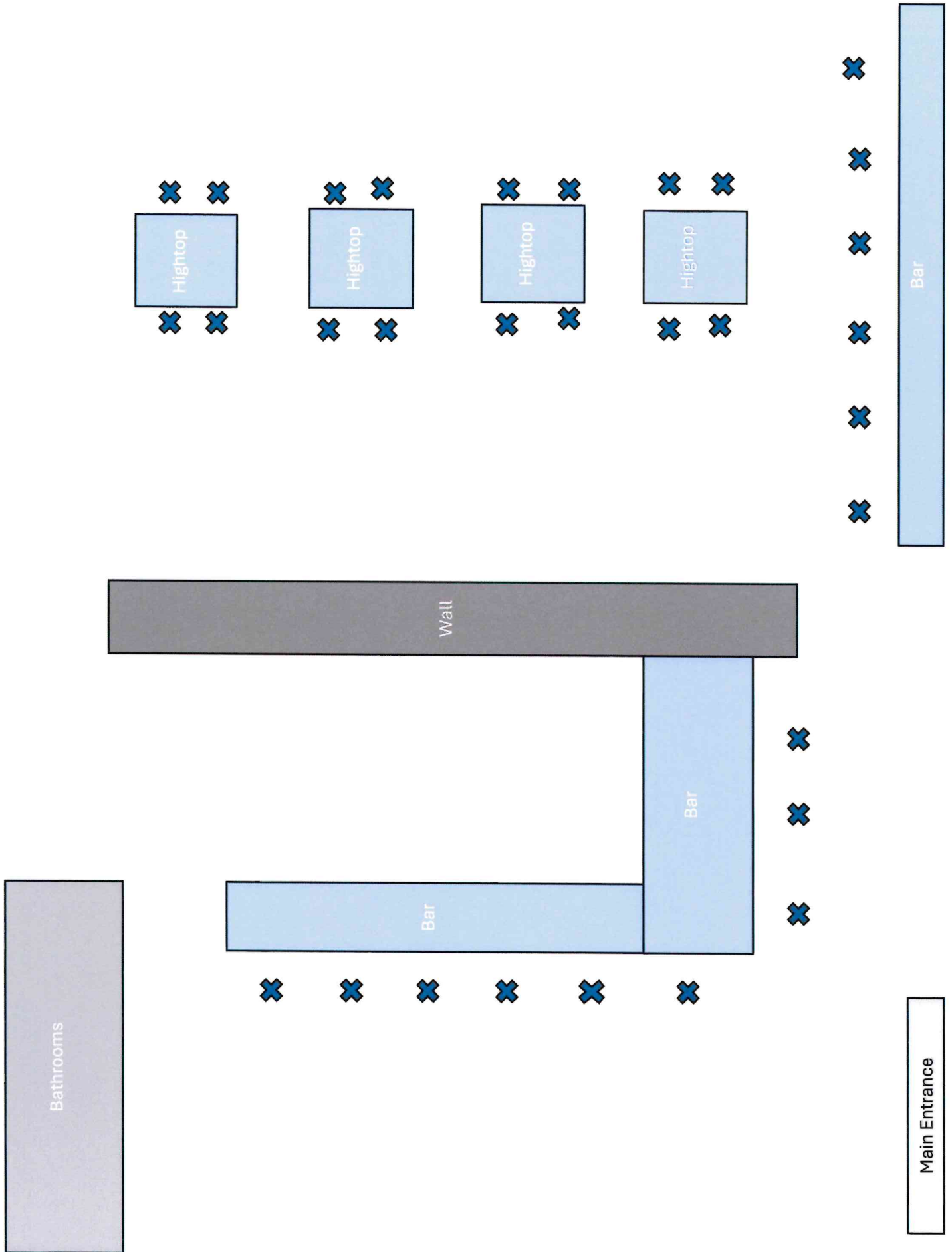
Cranberry Pistachio Crackers

Roasted Almonds w/Sea Salt

Vermont organic honey

Horseradish Mustard

Artisan Beer Nut & Cracker Mix w/ Wasabi Peas





CERTIFICATE OF ACHIEVEMENT

AWARDED TO

Michele Ambrosino

FOR COMPLETING

1st Class Server Training Program 2024 (Final Exam)

COMPLETION DATE
January 2, 2024

SCORE
100%