

**Vermont Board of Liquor & Lottery
Approved Minutes**

Record of the Meeting of the Vermont Board of Liquor & Lottery held August 12, 2020 via web and phone.

Members Present: Martin Manahan, Chair, Sam Guy, Ed Flanagan, and Sabina Haskell, Members

Others Present: Patrick Delaney, Commissioner, Gary Kessler, Deputy Commissioner, Jacob Humbert, Assistant Attorney General, Wesley Lawrence, Board Counsel, Martin Prevost, Licensing Director, Brian Evans, Financial Director II, Tonia Pryce, Liquor Purchasing Coordinator, Jessica Robles Worch, Program Technician I, Benjamin Calvi, Vermont Hard Cider Company LLC Representative, Theresa Barrows, Marketing Director

Meeting Start: 9:00 am.

Board Actions on Consent Agenda Items:

- Approval of July 2020 Board Meeting minutes: **Not ready**
- Approval of licenses issued June 1, 2020 – June 30, 2020: **Motion to move**
- Approval of Listing: **Motion to move**

Public Comment:

- Request of Vermont Hard Cider Company LLC to store imported spirits to sell to DLL or to out-of-state purchases: **Motion to move with condition that Division is notified when shipping arrive at their facilities.**

Licensing:

Lottery

- 8.7% increase on weekly sales. 4% increase on profit sales.
- Three staff members down in the Lottery division, will be revised after quarter budget.
- Finalized an order of new truck.

Commissioner Comments:

- 9.7 % Gross Revenue Increase for July.
- Anticipate 1% decrease growth each month over the next five months.
- Warehouse works full capacity, better equilibrium between shipments and depletions.

- Johnson Stephens Consulting awarded contract to oversee warehouse and logistic study.
- Review of Agent's commission increase forwarded to Governor.
- Place of Last Drink project from Enforcement Department creating a database.
- Erik Volk, Director of Education awarded "Best in Practice", identifies Vermont with the best Education Program in all liquor-controlled states. Theresa Barrows was able to get a grant to create educational videos.
- Offices are not opening until end of year. Thermometers were purchased to implement safety protocols for employees.
- IT department creating a button in agencies' register for bag sale.
- Tara Morse hired as a new retail coordinator.
- Searching new agencies in Danville and Shoreham areas.
- Licensing Portal project in process with two qualified applicants.
- Second Virtual Listings successfully done in July.
- Mayor Weinberger request of enforcement presence received and answered that our enforcement department works diligently in that area.
- Burlington Agency will be reconstructed after fire.
- Windsor Agency had a flood; \$1300 lost in products and merchandise was removed. Store expected to open in 60 days.
- Expectation about mask wearing employees in agencies to comply with governor's executive orders. Signs were distributed to agencies about mask wearing safety. Agents that do not comply will be penalized with their incentive payments.

Meeting entered to Executive Session: 10:15 am

Meeting Adjourned: 10:40 am

Next Meeting: September 9, 2020