



**TOWN
ADMINISTRATOR**
TOWN *of* FRANKLIN

MEMORANDUM

December 12, 2025

To: Town Council
From: Jamie Hellen, Town Administrator

RE: Annual Alcohol License Renewals

I am asking the Town Council to approve the 2026 Alcohol License renewals at the December 17th Town Council Meeting. Currently there are a few businesses that have outstanding fees and/or need to pass inspection with the Health, Fire and/or Building Departments. We expect that these matters will be resolved by December 17th and will provide the License Transaction document along with an updated licensee status list at the meeting.

Please note, licenses will not be issued until fees are paid and inspections have passed. Any licensees that are not in compliance will have their license held by the Town until compliance issues have been resolved.

We are happy to answer any questions you may have.