



# Massachusetts Cannabis Control Commission

## Public Record Request

### Marijuana Product Manufacturer

#### General Information:

License Number: MP281540

Original Issued Date: 02/20/2020

Issued Date: 02/20/2020

Expiration Date: 02/20/2021

Payment Received: \$10000      Payment Required: \$10000

### ABOUT THE MARIJUANA ESTABLISHMENT

Business Legal Name: Platinum HydroLab, Inc

Federal Tax Identification Number EIN/TIN: [REDACTED]

Phone Number: 978-853-2779      Email Address: brian@audioeast.com

Business Address 1: 740 Dutton St

Business Address 2:

Business City: Lowell      Business State: MA      Business Zip Code: 01854

Mailing Address 1: 13 Jacques Rd

Mailing Address 2:

Mailing City: Tyngsboro      Mailing State: MA      Mailing Zip Code: 01879

### CERTIFIED DISADVANTAGED BUSINESS ENTERPRISES (DBES)

Certified Disadvantaged Business Enterprises (DBEs): Not a DBE

### PRIORITY APPLICANT

Priority Applicant: no

Priority Applicant Type: Not a Priority Applicant

Economic Empowerment Applicant Certification Number:

RMD Priority Certification Number:

### RMD INFORMATION

Name of RMD:

Department of Public Health RMD Registration Number:

Operational and Registration Status:

To your knowledge, is the existing RMD certificate of registration in good standing?:

If no, describe the circumstances below:

### PERSONS WITH DIRECT OR INDIRECT AUTHORITY

#### Person with Direct or Indirect Authority 1

Percentage Of Ownership: 50      Percentage Of Control: 50

Role: Owner / Partner      Other Role:

First Name: Brian      Middle Name: [REDACTED]      Last Name: Lynch      Suffix:

Gender: Male      User Defined Gender:

What is this person's race or ethnicity?: White (German, Irish, English, Italian, Polish, French)

Specify Race or Ethnicity:

#### Person with Direct or Indirect Authority 2

Percentage Of Ownership: 50      Percentage Of Control: 50

Role: Owner / Partner      Other Role:

First Name: Elizabeth      Middle Name:      Last Name: Skinsacos      Suffix:

Gender: Female      User Defined Gender:

What is this person's race or ethnicity?: White (German, Irish, English, Italian, Polish, French)

Specify Race or Ethnicity:

### ENTITIES WITH DIRECT OR INDIRECT AUTHORITY

No records found

### CLOSE ASSOCIATES AND MEMBERS

#### Close Associates or Member 1

First Name: Brian      Middle Name: [REDACTED]      Last Name: Lynch      Suffix:

Describe the nature of the relationship this person has with the Marijuana Establishment: Brian Lynch is a 50% owner of Platinum Hydrolab, in addition to serving the company as a Director and its Chief Executive Officer.

#### Close Associates or Member 2

First Name: Elizabeth      Middle Name:      Last Name: Skinsacos      Suffix:

Describe the nature of the relationship this person has with the Marijuana Establishment: Liz Skinsacos is a 50% owner of Platinum Hydrolab and will serve as a landlord and capital contributor to the company.

### CAPITAL RESOURCES - INDIVIDUALS

#### Individual Contributing Capital 1

First Name: Elizabeth      Middle Name:      Last Name: Skinsacos      Suffix:

Types of Capital: Monetary/Equity      Other Type of Capital:      Total Value of the Capital Provided: \$500000      Percentage of Initial Capital: 100

Capital Attestation: Yes

### CAPITAL RESOURCES - ENTITIES

No records found

### BUSINESS INTERESTS IN OTHER STATES OR COUNTRIES

No records found

### DISCLOSURE OF INDIVIDUAL INTERESTS

No records found

### MARIJUANA ESTABLISHMENT PROPERTY DETAILS

Establishment Address 1: 740 Dutton Street

Establishment Address 2:

Establishment City: Lowell

Establishment Zip Code: 01854

Approximate square footage of the Establishment: 7000

How many abutters does this property have?: 42

Have all property abutters have been notified of the intent to open a Marijuana Establishment at this address?: Yes

#### HOST COMMUNITY INFORMATION

Host Community Documentation:

Document Category	Document Name	Type	ID	Upload Date
Certification of Host Community Agreement	HCA Attestation Form_Executed.pdf	pdf	5bf57d08730d5d0462f12811	11/21/2018
Plan to Remain Compliant with Local Zoning	Platinum Hydrolab, Inc. - Plan to Remain Compliant with Local Zoning.pdf	pdf	5bf57d166906170d879394cb	11/21/2018
Community Outreach Meeting Documentation	Community Outreach Meeting Documentation.pdf	pdf	5bf5d0c3e18b8a04881de03f	11/21/2018

Total amount of financial benefits accruing to the municipality as a result of the host community agreement. If the total amount is zero, please enter zero and provide documentation explaining this number.: \$

#### PLAN FOR POSITIVE IMPACT

Plan to Positively Impact Areas of Disproportionate Impact:

Document Category	Document Name	Type	ID	Upload Date
Plan for Positive Impact	Platinum Hydrolab_Plan for Positive Impact (2).pdf	pdf	5d791b2cd8b08e1dbf1453d4	09/11/2019

#### ADDITIONAL INFORMATION NOTIFICATION

Notification: I Understand

#### INDIVIDUAL BACKGROUND INFORMATION

Individual Background Information 1

Role: Owner / Partner

Other Role: Director, Chief Executive Officer, Director of Cultivation

First Name: Brian

Middle Name: [REDACTED]

Last Name: Lynch

Suffix:

RMD Association: Not associated with an RMD

Background Question: yes

Individual Background Information 2

Role: Owner / Partner

Other Role: Landlord, Capital Contributor

First Name: Elizabeth

Middle Name:

Last Name: Skinsacos

Suffix:

RMD Association: Not associated with an RMD

Background Question: no

#### ENTITY BACKGROUND CHECK INFORMATION

No records found

#### MASSACHUSETTS BUSINESS REGISTRATION

Required Business Documentation:

Document Category	Document Name	Type	ID	Upload Date
Department of Revenue - Certificate of Good standing	Certificate of Good Standing from DOR.pdf	pdf	5c0055d14287b10d4f3706ad	11/29/2018
Secretary of Commonwealth - Certificate of Good Standing	PHy - Certificate of Good Standing - v.7.16.18.pdf	pdf	5c00565125766f0d55cc444a	11/29/2018
Articles of Organization	PHy - Articles of Organization - v.6.12.18.pdf	pdf	5c005656fe03b20d5f6961ba	11/29/2018
Bylaws	BY-LAWS.pdf	pdf	5c005758813a010d917adeab	11/29/2018

No documents uploaded

Massachusetts Business Identification Number: 001331996

Doing-Business-As Name:

DBA Registration City:

### BUSINESS PLAN

Business Plan Documentation:

Document Category	Document Name	Type	ID	Upload Date
Proposed Timeline	Platinum HydroLab, Inc. - Proposed Timeline_Product Manufacturer.pdf	pdf	5c005f3f2d1cf504966f440b	11/29/2018
Plan for Liability Insurance	Platinum HydroLab, Inc. - Plan for Obtaining Liability Insurance.pdf	pdf	5c005f4f82d97d04a00793af	11/29/2018
Business Plan	Platinum Hydrolabs Business Plan 11.9.18.pdf	pdf	5c06f9fdb8b5131765719a32	12/04/2018

### OPERATING POLICIES AND PROCEDURES

Policies and Procedures Documentation:

Document Category	Document Name	Type	ID	Upload Date
Separating recreational from medical operations, if applicable	Platinum HydroLab, Inc. - Plan for Separating Recreational from Medical Operations.pdf	pdf	5c006432730d5d0462f133a1	11/29/2018
Restricting Access to age 21 and older	Platinum HydroLab, Inc. - Plan for Restricted Access to Age 21 and Older.pdf	pdf	5c00643cd84f77046ceee832	11/29/2018
Prevention of diversion	Platinum HydroLab, Inc. - Prevention of Diversion.pdf	pdf	5c006452e18b8a04881deb89	11/29/2018
Storage of marijuana	Platinum HydroLab, Inc. - Storage of Marijuana.pdf	pdf	5c00649a2d1cf504966f4415	11/29/2018
Inventory procedures	Platinum HydroLab, Inc. - Inventory Procedures.pdf	pdf	5c0064b9d912bf0445fe6faa	11/29/2018
Quality control and testing	Platinum HydroLab, Inc. - Quality Control and Testing.pdf	pdf	5c0064c66427cd044e6298b4	11/29/2018
Dispensing procedures	Platinum HydroLab, Inc. - Dispensing Procedures.pdf	pdf	5c0064f4730d5d0462f133a5	11/29/2018
Personnel policies including background checks	Platinum HydroLab, Inc. - Personnel Policies including Background Checks.pdf	pdf	5c0064ffd84f77046ceee836	11/29/2018
Record Keeping procedures	Platinum HydroLab, Inc. - Recordkeeping	pdf	5c0065551a7752047b592699	11/29/2018

	Procedures.pdf			
Maintaining of financial records	Platinum HydroLab, Inc. - Maintaining Financial Records.pdf	pdf	5c00657de18b8a04881deb8d	11/29/2018
Qualifications and training	Platinum HydroLab, Inc. - Qualifications and Training.pdf	pdf	5c0065bad912bf0445fe6fae	11/29/2018
Method used to produce products	Platinum HydroLab, Inc. - Methods to Produce Products.pdf	pdf	5c06f613b8b5131765719a2c	12/04/2018
Transportation of marijuana	Platinum HydroLab, Inc. - Transportation of Marijuana.pdf	pdf	5c082dcf7d12851fdf98c79f	12/05/2018
Security plan	Platinum HydroLab Inc. - Security Plan.pdf	pdf	5d54708d6e3bd533dbcff883	08/14/2019
Diversity plan	Platinum Hydrolab_Diversity Plan.pdf	pdf	5d791b6ed4b61e1ddc08db78	09/11/2019
Types of products Manufactured.	Platinum HydroLab Inc. - Types of Products Manufactured (5).pdf	pdf	5d791bdb816d7b225d159d46	09/11/2019
Diversity plan	Platinum Hydrolab_Diversity Plan - final.pdf	pdf	5dc4388bea4df3530e643150	11/07/2019

### ATTESTATIONS

I certify that no additional entities or individuals meeting the requirement set forth in 935 CMR 500.101(1)(b)(1) or 935 CMR 500.101(2)(c)(1) have been omitted by the applicant from any marijuana establishment application(s) for licensure submitted to the Cannabis Control Commission.: I Agree

I understand that the regulations stated above require an applicant for licensure to list all executives, managers, persons or entities having direct or indirect authority over the management, policies, security operations or cultivation operations of the Marijuana Establishment; close associates and members of the applicant, if any; and a list of all persons or entities contributing 10% or more of the initial capital to operate the Marijuana Establishment including capital that is in the form of land or buildings.: I Agree

I certify that any entities who are required to be listed by the regulations above do not include any omitted individuals, who by themselves, would be required to be listed individually in any marijuana establishment application(s) for licensure submitted to the Cannabis Control Commission.: I Agree

Notification: I Understand

I certify that any changes in ownership or control, location, or name will be made pursuant to a separate process, as required under 935 CMR 500.104(1), and none of those changes have occurred in this application.:

I certify that to the best knowledge of any of the individuals listed within this application, there are no background events that have arisen since the issuance of the establishment's final license that would raise suitability issues in accordance with 935 CMR 500.801.:

I certify that all information contained within this renewal application is complete and true.:

### ADDITIONAL INFORMATION NOTIFICATION

Notification: I Understand

### COMPLIANCE WITH POSITIVE IMPACT PLAN

No records found

### COMPLIANCE WITH DIVERSITY PLAN

No records found

### PRODUCT MANUFACTURER SPECIFIC REQUIREMENTS

No records found

### HOURS OF OPERATION

Monday From: 7:00 AM Monday To: 7:00 PM

Tuesday From: 7:00 AM	Tuesday To: 7:00 PM
Wednesday From: 7:00 AM	Wednesday To: 7:00 PM
Thursday From: 7:00 AM	Thursday To: 7:00 PM
Friday From: 7:00 AM	Friday To: 7:00 PM
Saturday From: 7:00 AM	Saturday To: 7:00 PM
Sunday From: 7:00 AM	Sunday To: 7:00 PM



## **Business Plan**

**December 4, 2018**

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## **1. EXECUTIVE SUMMARY**

### **1.1 Mission Statement and Message from the CEO**

Platinum HydroLab, Inc. (“**PHy**”) is a Marijuana Establishment (“**ME**”) committed to creating a safe and clean community environment that provides consistent, high quality cannabis and cannabis products to licensed “adult use” dispensaries in the State of Massachusetts.

### **1.2 License Type**

PHy is applying for a Certificate of Registration from the Massachusetts Cannabis Control Commission (the “**Commission**”) to operate a Marijuana Establishment as both a Marijuana Cultivation and Marijuana Product Manufacturing in Lowell, Massachusetts.

### **1.3 Products**

PHy will offer traditional sativa, indica, and hybrid cannabis flowers. In addition, PHy will offer a wide range of products that will allow PHy to serve customers in the wholesale market ( the registered adult use dispensaries) with a wide variety of needs. The products PHy intends to offer include, but will not be limited to:

1. Concentrates
2. Topical Salves
3. Tinctures
4. Pre dosed oil Vaporizers
5. Food/Beverages

### **1.5 What Drives Us**

PHy’s goals include:

1. Serving our clients, the retailers, and their customers 21 years of age or older with a wide variety of high quality, consistent, laboratory-tested cannabis and derivatives;
2. Assisting local communities in offsetting the cost of PHy’s operations within their communities;
3. Hiring employees and contractors from within the communities served;
4. Hiring employees and contractors from communities that have been particularly harmed by the war on drugs;
5. Hiring employees from economically distressed communities and giving them the space and knowledge to flourish professionally within PHy and the cannabis industry as a whole;
6. Having a diverse and socially representative pool of employees;
7. Empowering the next generation of entrepreneurs and leaders through hiring, training, and teaching;
8. Running an environmentally friendly ME in the Commonwealth of Massachusetts through the use of efficient cultivation methods; and
9. Creating branded marijuana products that are safe, effective, consistent, and high quality.

## **2. COMPANY DESCRIPTION**

### **2.1 Structure**

PHy is a Massachusetts domestic for-profit corporation interested in applying for a Certificate of Registration from the Commission to operate a ME in the Commonwealth.

PHy will file, in a form and manner specified by the Commission, an application for licensure as a ME consisting of three packets: An Application of Intent packet; a Background Check packet; and a Management and Operations Profile packet.

### **2.2 Operations**

PHy will be located in Lowell, Massachusetts and has leased a facility at 740 Dutton Street for its Marijuana Cultivator and Marijuana Product Manufacturer operations.

The facility is well positioned and matches the ideal picture of a safe, nondescript cultivation and processing site. The business will be launching with just one site in Lowell but has plans to open other grow sites in key locations in Massachusetts.

The facility encompasses a total of 5,800 square feet, with approximately 3,720 square feet of flowering canopy and 800 square feet of vegetative canopy.

PHy will establish inventory controls and procedures for reviewing comprehensive inventories of marijuana products in the process of cultivation and finished, stored marijuana; conduct a monthly inventory of marijuana in the process of cultivation and finished, stored marijuana; conduct a comprehensive annual inventory at least once every year after the date of the previous comprehensive inventory; and promptly transcribe inventories if taken by use of an oral recording device.

PHy will tag and track all marijuana seeds, clones, plants, and marijuana products using a seed-to-sale methodology in a form and manner approved by the Commission.

No marijuana product, including marijuana, will be sold or otherwise marketed that is not tested by Independent Testing Laboratories, except as allowed under 935 CMR 500.000.

PHy will maintain records which will be available for inspection by the Commission upon request. The records will be maintained in accordance with generally accepted accounting principles. Records will be maintained for at least 12 months.

PHy will obtain and maintain general liability insurance coverage for no less than \$1,000,000 per occurrence and \$2,000,000 in aggregate, annually, and product liability insurance coverage for no less than \$1,000,000 per occurrence and \$2,000,000 in aggregate, annually, except as provided in 935 CMR 500.105(10)(b) or otherwise approved by the Commission. The deductible for each policy will be no higher than \$5,000 per occurrence.

PHy will provide adequate lighting, ventilation, temperature, humidity, space, and equipment, in accordance with applicable provisions of 935 CMR 500.105 and 500.110.

All recyclables and waste, including organic waste composed of or containing finished marijuana and marijuana products, will be stored, secured, and managed in accordance with applicable state and local statutes, ordinances, and regulations. Organic material, recyclable material, solid waste, and liquid waste containing marijuana or by-products of marijuana processing will be disposed of in compliance with all applicable state and federal requirements.

PHy will demonstrate consideration of the factors for Energy Efficiency and Conservation outlined in 935 CMR 500.105(15) as part of its operating plan and application for licensure.

Prior to commencing operations, PHy will provide proof of having obtained a surety bond in an amount equal to its licensure fee payable to the Marijuana Regulation Fund. The bond will ensure payment of the cost incurred for the destruction of cannabis goods necessitated by a violation of St. 2016, c. 334, as amended by St. 2017, c. 55 or 935 CMR 500.000 or the cessation of operation of PHy.

PHy and PHy's agents will comply with all local rules, regulations, ordinances, and bylaws.

### **2.3 Security**

PHy will contract with a professional security and alarm company to design, implement, and monitor a comprehensive security plan to ensure that the facility is a safe and secure environment for employees and the local community.

PHy's state-of-the-art security system will consist of complete perimeter alarming as well as duress, panic, and holdup alarms connected to local law enforcement for efficient notification and response in the event of a security threat. The system will also include a failure notification system that will immediately alert the executive management team if a system failure occurs.

A redundant alarm system will be installed to ensure that active alarms remain operational if the primary system is compromised.

Interior and exterior HD video surveillance of all areas that contain marijuana, entrances, exits, and parking lots will be operational 24/7 and available to the City of Lowell Police Department. These surveillance cameras will remain operational even in the event of a power outage.

The exterior of the dispensary and surrounding area will be sufficiently lit, and foliage will be minimized to ensure clear visibility of the area at all times.

Only PHy's registered agents and other authorized visitors (e.g. contractors, vendors) will be allowed access to the facility through a complete key carded door system, and a visitor log will be maintained in perpetuity.

All agents and visitors will be required to visibly display an ID badge, and PHy will maintain a current list of individuals with access.

On-site consumption of marijuana by PHy's employees and visitors will be prohibited.

PHy will have security personnel on-site during business hours.

#### **2.4 Benefits to the Municipality**

PHy looks forward to working cooperatively with the City of Lowell (which approved the 2016 Ballot Question 4 legalizing adult use marijuana with over 55% of the vote) to ensure that PHy operates as a responsible, contributing member of the Lowell community. PHy anticipates establishing a mutually beneficial relationship with the city in exchange for permitting PHy to site and operate in Lowell. The City stands to benefit in various ways, including but not limited to the following:

- **Jobs:**
  - A Cultivation and Processing facility will add at least 12 full-time jobs, in addition to hiring qualified, local contractors and vendors.
- **Monetary Benefits:**
  - A Host Community Agreement with significant monetary donations will provide the City with additional financial benefits beyond local property taxes.
- **Access to Quality Product:**
  - PHy will allow qualified retailers in the Commonwealth to have access to high quality marijuana and marijuana products that are tested for cannabinoid content and contaminants that their customers ( the consumers) will require.
- **Control:**
  - In addition to the Commission, the Lowell Police Department and other municipal departments will have oversight over PHy's security systems and processes.
- **Responsibility:**
  - PHy is comprised of experienced cultivators and professionals who will be thoroughly background checked and scrutinized by the Commission.
- **Economic Development:**
  - PHy's renovation of 740 Dutton St will revitalize the Dutton St area and contribute to the overall economic development of the local community.

#### **2.5 Zoning**

The address for the ME is 740 Dutton Street Lowell, MA. This Cultivation and Processing facility is located in the Light Industry, Manufacturing, & Storage district and complies with all Lowell zoning requirements.

In accordance with Lowell's Zoning Bylaws, the proposed property is not located within one thousand (1 ,000) feet of another presently existing or permitted Marijuana Dispensary or Recreational Retail Facility or five hundred (500) feet of public or private elementary school, middle school, secondary school, or any school or college serving a student population where any of the student population is under twenty-one years of age.

In accordance with the Commission's regulations, the property is not located within 500 feet of a public or private school providing education to children in kindergarten or grades 1 through 12.

### **3. MARKET RESEARCH**

### **3.1 Industry**

PHy's proposed location is in industrial downtown area of Lowell. Surrounding areas include Dracut, Billerica, Chelmsford Tyngsborough and Tewksbury.

### **3.2 Customers**

In Massachusetts, sales are expected to increase from \$106 million in 2017 to \$457 million in 2018, and eventually to \$1.4 billion in 2025, according to New Frontier Data.

### **3.3 Competitors**

PHy's competitors are unknown at this point but will include all other Massachusetts based wholesale cultivators and product manufacturers.

### **3.4 Competitive Advantage**

PHy's competitive advantages over their competition include a team, each with over 20 years of hydroponic growing experience, investor/landlord/owner with 50 years of business experience in Lowell, an experienced General Manager with 20 years' experience running businesses and a seed collection.

In every business, there is competition. However, the retail cannabis industry is known to be highly competitive. PHy possesses several strengths which will separate PHy from the competition. The industry is rapidly growing, and clients are scrutinizing the quality of cannabis and concentrates available, the delivery service offered, the branding of the products.

### **3.5 Regulations**

PHy is a Marijuana Establishment, consistent with the objectives of St. 2016, c. 334, as amended by St. 2017, c. 55 and 935 CMR 500.000.

PHy will be registered to do business in the Commonwealth as a domestic business corporation or another domestic business entity. PHy is currently and will maintain the corporation in good standing with the Massachusetts Secretary of the Commonwealth and the Department of Revenue.

PHy will apply for all state and local permits and approvals required to renovate and operate the facility.

PHy will also work cooperatively with various municipal departments to ensure that the proposed facility complies with all state and local codes, rules and regulations with respect to design, renovation, operation, and security.

PHy's facility will grow and process all marijuana products on site and securely deliver all of its wholesale products to other state licensed retailers.

## **4. PRODUCT / SERVICE**

### **4.1 Product & Service**

PHy will house hydroponic cultivation site. The extensive seed and clone collection PHy currently has will begin the process of creating the female only collection of plants that will mother the eventual rooms of flowering plants. These clones will work their way through the high speed vegetative tiers until ready for the main flowering areas. The 2 tier LED flowering rooms will utilize PHy's step by step growing process creating a consistent harvest of the areas best marijuana flowers. PHy's growing and pruning methods including the cocktail of tried and true flowering additives will create abundant harvests of the most crystal covered and THC rich plants possible in this small space.

PHy will also house a processing facility. The consistent harvest of flowers will allow for multiple types of concentrate collection. On all of its food grade steel work surfaces, PHy will use various methods of collecting the concentrated trichomes including but not limited to oil extraction, mesh filtering or gas/liquid extraction. These will be packaged in wholesale quantity and sold to the state retailers for resale to the public. Using the harvested flowers, PHy will provide multiple branded products which will also be sold wholesale to the Licensed Recreational dispensary.

Our core product as a cultivator will be marijuana, which will come in a variety of strains and product types. We will also engage in the sale of concentrates, edibles and pre measured vapor oils.

### **4.2 Pricing Structure**

PHy's pricing structure will vary based on market conditions. PHy plans to produce products of superior quality and will price its products accordingly.

### **4.3 Research & Development**

PHy research and development activities include constant training and retraining of employees, constant development of the growing method utilizing the newest and most efficient ways of producing a top shelf product and constant development of sustainable alternatives within the field.

## **5. MARKETING & SALES**

### **5.1 Growth Strategy**

PHy's plan to grow the company includes:

1. Strong and consistent branding;
2. Intelligent, targeted, and compliant marketing programs;
3. A compelling loyalty program;
4. An exemplary client experience; and
5. A caring and thoughtful staff made of consummate professionals

PHy plans to seek additional, appropriate locations in the surrounding area to expand business and reach an increased number of customers in the future.

### **5.2 Communication**

PHy will engage in reasonable marketing, advertising, and branding practices that do not jeopardize the public health, welfare, or safety of the general public, or promote the diversion of marijuana or marijuana use in individuals younger than 21 years old. Any such marketing, advertising, and branding created for viewing by the public will include the statement: "Please Consume Responsibly," in a conspicuous manner on the face of the advertisement and will include a minimum of two of the warnings, located at 935 CMR 500.105(4)(a), in their entirety in a conspicuous manner on the advertisement.

All marketing, advertising, and branding produced by or on behalf of PHy will include the following warning, including capitalization, in accordance with M.G.L. c. 94G, § 4(a<sup>1/2</sup>)(xxvi): "This product has not been analyzed or approved by the Food and Drug Administration (FDA). There is limited information on the side effects of using this product, and there may be associated health risks. Marijuana use during pregnancy and breast-feeding may pose potential harms. It is against the law to drive or operate machinery when under the influence of this product. KEEP THIS PRODUCT AWAY FROM CHILDREN. There may be health risks associated with consumption of this product. Marijuana can impair concentration, coordination, and judgment. The impairment effects of edible marijuana may be delayed by two hours or more. In case of accidental ingestion, contact poison control hotline 1-800-222-1222 or 9-1-1. This product may be illegal outside of MA."

PHy will communicate with customers through:

1. A company run website;
2. Direct verbal relationships with clients;
3. Popular cannabis discover networks such as WeedMaps and Leafly;
4. Popular social media platforms such as Instagram, Facebook, Twitter, and SnapChat; and
5. Opt-in direct communications;

PHy will provide a catalogue and a printed list of the prices and strains of its wholesale marijuana and marijuana products available to clients and will post the same catalogue and list on its website.

### **5.3 Sales**

PHy will sell its products by engaging clients with knowledgeable sales professionals, an

extensive portfolio of varieties creating different effects for the consumer, providing the client with the best products on the market and creating long term orders based on exactly what the clients want at the time.

PHy will seek events where 85% or more of the audience is reasonably expected to be 21 years of age or older, as determined by reliable, current audience composition data. At these events, PHy will market its products and services to reach a wide range of qualified consumers.

PHy will ensure that all marijuana products that are provided for sale to consumers are sold in tamper or child-resistant packaging. Packaging for marijuana products sold or displayed for consumers, including any label or imprint affixed to any packaging containing marijuana products or any exit packages, will not be attractive to minors.

Packaging for marijuana products sold or displayed for consumers in multiple servings will allow a consumer to easily perform the division into single servings and include the following statement on the exterior of the package in a printed font that is no smaller than ten-point Times New Roman, Helvetica, or Arial, including capitalization: “INCLUDES MULTIPLE SERVINGS.” PHy will not sell multiple serving beverages and each single serving of an edible marijuana product contained in a multiple-serving package will be marked, stamped, or otherwise imprinted with the symbol issued by the Commission under 935 CMR 500.105(5) that indicates that the single serving is a marijuana product. At no point will an individual serving size of any marijuana product contain more than five (5) milligrams of delta-nine tetrahydrocannabinol.

#### **5.4 Logo**

PHy has developed a logo to be used in labeling, signage, and other materials such as letterhead and distributed materials. The logo is discreet, unassuming, and does not use medical symbols, images of marijuana, related paraphernalia, or colloquial references to cannabis or marijuana.

An image of the logo can be found below:





## 6. FINANCIAL PROJECTIONS

Fiscal Year	FIRST FULL FISCAL YEAR PROJECTIONS 1	SECOND FULL FISCAL YEAR PROJECTIONS 2	THIRD FULL FISCAL YEAR PROJECTIONS 3
Projected Revenue	\$ 5,620,800	\$ 5,412,000	\$ 5,164,000
Projected Expenses	\$ 1,200,000	\$ 540,000	\$ 600,000
VARIANCE:	\$ 4,420,800	\$ 4,872,000	\$ 4,564,000
Projected % of customer growth rate annually	---	5%	5%
Estimated cost per ounce	\$ 300	\$ 275	\$ 250
Total FTEs in staffing	10	12	12
Total marijuana inventory for the year (in lbs.)	1,300	1,429	1,499
Total marijuana sold for the year (in lbs.)	1,171	1,230	1,291
Total marijuana left for roll over (in lbs.)	129	199	208

## **7. TEAM**

### **7.1 General**

PHy has put together a team to implement the operations of the ME. PHy intends to create at least 12 full-time staff positions within the first three years of operations in Lowell.

### **7.2 Founder**

Brian Lynch is a current state medical marijuana patient growing and processing all of his own medicine and has over 25 years' experience in the hydroponic growing field. He has worked on vegetable farms and founded the Lowell based Rafferty Farms (farm stand and greenhouses) and the Methuen based Baremeadow Farms, a 55 acre organic farm and hydroponic greenhouses. Brian has travelled all over the legal marijuana world consulting with, designing and building dozens of large grow operations and collecting seeds, clones and tips from some of the best cultivators in the country. Brian is also the production manager for the yearly MASSCANN Freedom Rally in Boston putting him in touch with growers from all over the area and the rest of the country.

### **7.3 CEO & CFO**

**CEO - Brian Lynch** is a current state medical marijuana patient growing and processing all of his own medicine and has over 25 years' experience in the hydroponic growing field and running small business locally.

**CFO - Elizabeth Skinsacos** has been a business owner and one of Lowell's top real estate salespeople for 50 years. Elizabeth owns the building that the facility will be housed in and is the major financial investor in PHy.

### **7.4 Head of Cultivation**

Anthony Clark is the head of cultivation with 15+ years general growing and hydro experience. The Head of Cultivation is responsible for all daily operations and maintenance of the Cultivation Facility. The Head of Cultivation will:

- Be responsible for implementing policies with the Cultivation Facility;
- Coordinate space assignments;
- Receive and review work requests;
- Coordinate repairs and maintenance;
- Be responsible for supervision and training of agents;
- Provide mandatory training for new agents;
- Maintain a record of space allocations;
- Work with the Growing Technician to promote successful operations in the Cultivation Facility;
- Program and monitor the Environmental Control System (DDC);
- Maintain a database of environmental controls and conditions;
- Adjust DDC for optimum efficiency of operation; and
- Provide pesticide recommendations and ensure Integrated Pest Management (IPM) Program is sufficient.

### **7.5 Head of Security**

Under the supervision of the Chief Executive Officer, the Head of Security is responsible for the development and overall management of the Security Policies and Procedures for PHy, implementing, administering, and revising the policies as needed. In addition, the Head of Security will perform the following duties:

- Provide general training to PHy] agents during new hire orientation or re-current trainings throughout the year;
- Provide training specific for Security Agents prior to the Security Agent commencing job functions;
- Review and approve incident reports and other reports written by Security Agents prior to submitting to the executive management team – follow up with security agent if needed;
- Maintain lists of agents authorized to access designated areas of the [ME SHORT NAME] facility, including cash and product storage vaults, surveillance and network equipment room, and other highly sensitive areas of the [ME SHORT NAME] facility;
- Lead a working group comprised of the Chief Executive Officer, Chief Operating Officer, Head of Security, Head of Cultivation, and any other designated advisors to ensure the current policies and procedures are properly implemented, integrated, effective, and relevant to ensure the safety of [ME SHORT NAME] agents and assets;
- Ensure that all required background checks have been completed and documented prior to an agent performing job functions; ensure agent is granted appropriate level of access to the facility necessary to complete his/her job functions;
- Maintain all security related records, incident reports and other reports written by security agents;
- Evaluate and determine the number of security agents assigned to each shift and proper shift change times; and
- Maintain frequent contact with the Lowell Police and Fire Department.

#### **7.5 Additional Staff**

- Valerie Callahan - COO/GM, (15+ years local business owner)
- Steven Milliard - General Grow Tech (20+ years hydroponic experience)
- Michael Frobese - Trimming/Processing Manager (20+ years cultivation/processing experience)

No individual on the PHy team is a controlling person with over more than three licenses in a particular class of license.

## **8. FINAL REMARKS**

PHy has the experience and know-how to safely and efficiently serve clients with high quality, consistent, laboratory-tested grade A cannabis and derivatives. PHy hopes to bring its high quality standards to adult-use Consumers to provide them with a safe and clean community environment. To accomplish this, PHy will leverage and expand its current cultivation while maintaining its committed services to existing and future Adult Use dispensaries. Further, PHy will leverage existing protocols and standard operating procedures to control, review, test, and track inventory, consistent with regulations set forth by the Commission. PHy's state-of-the-art security systems and contracted professional security and alarm companies, along with other comprehensive security measures will also help ensure a safe and secure environment for both clients and staff and will help deter and prevent diversion.

In Massachusetts, cannabis-related sales are expected to increase from \$106 million in 2017 to \$457 millions in 2018, and eventually to \$1.4 billion in 2025. PHy is prepared to position itself well in this market and contribute to this growth through a highly experienced team of successful operators working under an established framework of high quality standard operating procedures, research and development plans, and growth strategies. In doing so, PHy looks forward to working cooperatively with all the municipalities in which it is operating to help spread the benefits this market will yield.

### **PLAN FOR OBTAINING LIABILITY INSURANCE**


Platinum Hydrolab, Inc. (“PHy”) plans to contract with Cannasure Insurance Services to maintain general liability insurance coverage for no less than \$1,000,000 per occurrence and \$2,000,000 in aggregate annually and product liability coverage for no less than \$1,000,000 per occurrence & \$2,000,000 in aggregate annually. The policy deductible will be no higher than \$5,000 per occurrence. PHy will consider additional coverage based on availability & cost-benefit analysis. If adequate coverage is unavailable at a reasonable rate, PHy will place in escrow at least \$250,000 to be expended for liabilities coverage. Any withdrawal from such escrow will be replenished within 10 business days. PHy will keep reports documenting compliance with 935 CMR 500.105(10).

## Host Community Agreement Certification Form

The applicant and contracting authority for the host community must complete each section of this form before uploading it to the application. Failure to complete a section will result in the application being deemed incomplete. Instructions to the applicant and/or municipality appear in italics. Please note that submission of information that is "misleading, incorrect, false, or fraudulent" is grounds for denial of an application for a license pursuant to 935 CMR 500.400(1).

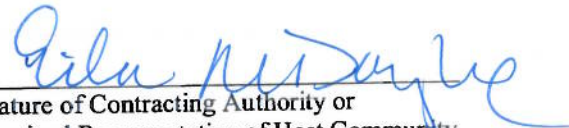
### Applicant

I, Brian Lynch, (*insert name*) certify as an authorized representative of Platinum Hydrolab, Inc (*insert name of applicant*) that the applicant has executed a host community agreement with City of Lowell (*insert name of host community*) pursuant to G.L.c. 94G § 3(d) on 4/21/2018 (*insert date*).

  
Signature of Authorized Representative of Applicant

### Host Community

I, Eileen Donoghue, (*insert name*) certify that I am the contracting authority or have been duly authorized by the contracting authority for City of Lowell (*insert name of host community*) to certify that the applicant and City of Lowell (*insert name of host community*) has executed a host community agreement pursuant to G.L.c. 94G § 3(d) on 11/21/2018 (*insert date*).

  
Signature of Contracting Authority or  
Authorized Representative of Host Community

## Community Outreach Meeting Attestation Form

The applicant must complete each section of this form and initial each page before uploading it to the application. Failure to complete a section will result in the application being deemed incomplete. Instructions to the applicant appear in italics. Please note that submission of information that is “misleading, incorrect, false, or fraudulent” is grounds for denial of an application for a license pursuant to 935 CMR 500.400(1).

I, Brian Lynch, (*insert name*) attest as an authorized representative of Platinum Hydrolab, Inc. (*insert name of applicant*) that the applicant has complied with the requirements of 935 CMR 500 and the guidance for licensed applicants on community outreach, as detailed below.

1. The Community Outreach Meeting was held on May 21, 2018 (*insert date*).
2. A copy of a notice of the time, place, and subject matter of the meeting, including the proposed address of the Marijuana Establishment, was published in a newspaper of general circulation in the city or town on May 11, 2018 (*insert date*), which was at least seven calendar days prior to the meeting. A copy of the newspaper notice is attached as Attachment A (*please clearly label the newspaper notice in the upper right hand corner as Attachment A and upload it as part of this document*).
3. A copy of the meeting notice was also filed on May 15, 2018 (*insert date*) with the city or town clerk, the planning board, the contracting authority for the municipality, and local licensing authority for the adult use of marijuana, if applicable. A copy of the municipal notice is attached as Attachment B (*please clearly label the municipal notice in the upper right-hand corner as Attachment B and upload it as part of this document*).
4. Notice of the time, place and subject matter of the meeting, including the proposed address of the Marijuana Establishment, was mailed on May 8, 2018 (*insert date*), which was at least seven calendar days prior to the community outreach meeting to abutters of the proposed address of the Marijuana Establishment, and residents within 300 feet of the property line of the petitioner as they appear on the most recent applicable tax list, notwithstanding that the land of any such owner is located in another city or town. A copy of one of the notices sent to abutters and parties of interest as described in this section is attached as Attachment C (*please clearly label the municipal notice in the upper right hand corner as Attachment C and upload it as part of this document; please only include a copy of one notice and please black out the name and the address of the addressee*).

5. Information was presented at the community outreach meeting including:
  - a. The type(s) of Marijuana Establishment to be located at the proposed address;
  - b. Information adequate to demonstrate that the location will be maintained securely;
  - c. Steps to be taken by the Marijuana Establishment to prevent diversion to minors;
  - d. A plan by the Marijuana Establishment to positively impact the community; and
  - e. Information adequate to demonstrate that the location will not constitute a nuisance as defined by law.
6. Community members were permitted to ask questions and receive answers from representatives of the Marijuana Establishment.



# Classifieds

## 101 Antique Autos

PICKED UP WITHIN 24 HRS  
603-383-2866  
Junk Cars & Trucks  
WANTED.  
Pay Up to \$800

## 132 Wanted Will Buy Autos

John's Truck & Auto Salvage  
Paying up to \$1000 for  
junk cars & trucks.  
Call 800-894-4361

## 214 Attic, Cellar & Odd Jobs

Attics - Cellars -  
& Yards Cleaned.  
Appliances, pools  
sheds removed.  
Demolition, storm  
clean up,  
handyman jobs.  
95% Recycled.  
Free Estimates.  
Call Jay: 508-633-6538  
or email:  
jaydolan33@gmail.com  
Veteran

## 238 Cement & Masonry

**ALL TYPES OF MASONRY**  
Repairs are  
our specialty!  
Brick, Block,  
Stone, Concrete  
Stairs, Walks, Chimneys,  
Walls & Ceramic Tile &  
Handyman.  
Lowell & surrounding  
areas. Free estimates.  
Call Ted  
978-387-8778  
or 603-893-7321

## 268 Drywall & Plastering

**AFFORDABLE DRYWALL And PAINTING**  
Water Damage Repair  
Free estimates.  
Specializing in Textured  
Ceilings & Going Over  
Old Plaster  
Ray 978-957-1588  
affordabledrywall@comcast.net  
Reg. 116310

## 272 Electrical

Electrician  
for homeowners,  
bathrooms, kitchens and  
other small needs.  
(978)815-9095  
License #: 18114 MA  
11397 NH

## 294 General Maintenance

**HANDYMAN SERVICES**  
40 yrs. in construction,  
basic carpentry, electrical  
& plumbing, painting,  
drywall & taping. \$35 hr.,  
w/2 hr. min. Call Brian  
Father Like Son  
480-547-3028

**WORK - YES WE DO ?**  
Anytype of Residential  
Maintenance  
Inside AND Outside  
Call 978-876-9759

## 306 Independent Contractors

**HANDYMAN SERVICES**  
Electrical, plumbing,  
carpentry. Our prices are  
at least 30-50% lower.  
Call us last and seal  
No job too small.  
**We Build Handicap  
Ramps**  
978-853-8875

Open Your Heart & Home  
Become a Foster Parent  
Call Genevieve at  
Massachusetts MENTOR  
(978) 794-7966 ext 2516

## 315 Landscaping & Trees

**# SPRING & STORM CLEAN UP**  
Removal & Disposal.  
Tree & Landscape  
Services, Maintenance  
and Construction.  
Hydroseeding. Call Mark  
for Free Estimate.  
978-930-4740

## 339 Painting

**LINEHAN PAINTING SERVICE LLC.**  
Residential • Commercial  
Interior • Exterior  
Low Price  
Best Quality  
Fully Insured  
FREE Estimates  
774-707-0067  
linehanpainting.com

## 341 Painting & Paper Hanging

★ **CHOOSE THE PROS** ★  
QUALITY PAINTING  
PAPER HANGING  
WALL PAPER REMOVAL  
NIVEN & SON  
978-441-1419  
FREE ESTIMATES!  
Veterans & Senior Disc.  
15 + YEARS IN THE SUN

## 350 Roofing

### A1 Qualified Roofing

**ALL TYPES**  
Over 30 years  
experience in flat  
roofing systems.  
Office:  
978-632-6721  
Anytime Cell:  
603-203-9558  
Mike

**Citywide Construction**  
All types of roofing,  
Lic & Ins. #051597  
No sub-contractors used.  
Office/Greg  
978-455-9570

## 351 Repair Service

**A-1 AUTO COLLISION QUALITY AUTO BODY SERVICES DONE RIGHT**

We offer expert auto body  
services for all foreign and  
domestic cars and trucks  
Put our 44 years of auto  
body excellence to work  
on your vehicles.  
Referral for all Insurance  
companies  
297 Littleton Road  
Chelmsford, MA 01824  
Email:  
a1autocollision@comcast.net  
or Visit  
www.a-1autocollision.com

## 510 Help Wanted General

## GOLF COURSE MAINTENANCE

Indian Ridge C.C. is now  
taking applications for Full  
Time Seasonal golf course  
maintenance. Steady work  
from April through  
November. No experience  
required, will train. Basic  
golf knowledge helpful.  
Ideal applicants should be  
reasonably fit, enjoy work-  
ing-outside, be available  
for early morning and  
weekend shifts and  
possess a valid driver's  
license. Background  
checks and drug testing  
required.  
See the grounds  
superintendent  
Indian Ridge  
Country Club  
Grounds Maintenance  
Dept. 73  
Lovejoy Road  
Andover, MA  
to fill out an application  
between 7AM and 2PM  
Monday - Friday

## 510 Help Wanted General

### EARN \$300 !

Roadside flower cart  
attendants needed  
May 12th & 13th  
Call 978-886-9916

### MACHINE OPERATORS

**Ideal Tape Company**, an  
American Biltrite Inc. Com-  
pany, is currently accept-  
ing applications for ma-  
chine operators on our 1st  
and 2nd shifts. Good work  
record and prior experi-  
ence in a manufacturing  
environment is required.  
Training on machines will  
be provided. A high school  
diploma/GED is preferred.  
Must be able to pass a  
drug screen.

Ideal Tape Company offers  
a competitive salary pack-  
age which includes, health  
insurance, holiday pay, va-  
cation pay, etc. All quali-  
fied applicants should send  
your resume to:  
dickkey@abitape.com

An equal opportunity  
employer. M/F/H/V/SP

## 758 Wanted to Buy

**BUYING:** Baseball Card  
Collections/Sports Memo-  
rabilia. 978-857-3005

**GET CASH** for Machinist &  
Quality Mechanics Tools!  
Starrett, Snap-on, etc.  
Free evaluation at your  
home. Call 508-561-9712

**MILITARY ITEMS**  
Swords, knives, medals,  
bayonets, helmets, flags,  
uniforms, etc. 603-886-7346

## 761 Yard Sales

**Estate Sale - Everything  
Must Go Sat. 5/12 9a-3p**  
Sun, 5/13 10a-3p  
59 Long Hill Road,  
Groton, MA  
Bike, skis, canoes,  
filing cabinets, tools,  
metal bookshelves,  
lab equipment and more.

**ESTATE/YARD SALE**  
90 Main Street,  
Westford, MA  
Sat., May 12; 9a-1p  
Ethan Allen cherry dining  
room and living room fu-  
niture, in exc. cond. Priced  
to sell. Other places and  
yard items as well.

**Everything Must Go!**  
255 Arlington St, Dracut  
Saturday May 12th  
8am-4pm  
Rain Date May 19th  
Huge Yard Sale!  
Kids toys, games, dvd's,  
cd's, holiday decor, tools,  
rugs, Ty beanie babies,  
clothes, crystal, baby stuff.  
See Craigs List ad for  
more items.

Saturday, May 12,  
9am-2pm  
150 Rea St., Lowell,  
01852  
A little bit of  
everything!

## 764 \$251-\$500

13.3 cu ft freezer,  
Kenmore, white, \$50  
978-256-8554

1995 TOYOTA Corolla  
parts car with extra parts,  
runs. \$500; 978-692-2765

30" wide 45" tall Kenmore  
elect stove, black & white  
oven, \$50; 978-256-8554

**BODY BUILDING  
MAGAZINES**  
\$10 OR BEST.  
978-957-3669

**CRAFTSMAN COVER  
ALLS. SIZE LARGE, \$10;**  
978-957-3669  
**FOX LEATHER** revolving  
recliner chair & ottoman,  
like new. \$175.  
Call 978-658-6474

**GEORGE FOREMAN GRILL  
WITH COOK BOOK, \$25**  
978-957-3669

**LAMPS \$10**  
978-957-3669

**NEW FOOT PILLOWS, \$5;**  
978-957-3669

## 764 \$251-\$500

**MASTER MECHANIC  
FINISH SANDER, \$20**  
978-957-3669

**NEW VANITY PORCELIN  
SINK 25" WIDE, 22" LONG,**  
\$50; 978-957-3669

**NEW BLOOD PRESSURE  
MONITOR, \$25**  
978-957-3669

**TIRES 215/60 R16, like  
new, alum. wheels, \$200;**  
978-851-7975

**NEW GE ADEL 30 pint  
dehumidifier, \$50;**  
978-458-9106

## 802 Apartments

**1-2-3-4 BEDROOMS**  
Affordable Apts. &  
Studios, \$500 & up.  
All utils incl. Sec. 8  
Welcome. 978-458-2552

**APT LOWELL 2 & 3 BDRM**  
Quality, affordable, section  
8 welcome. Start at  
\$1050. Call 978-758-4843  
www.tlrentals.com

**Lowell - Pawtucketville**  
\$895/Mo. 1 Bdrm, 3 Rms,  
Nice area! Parking, balco-  
ny No Utils. 978-459-7000

## Public Notice

**COMMONWEALTH OF  
MASSACHUSETTS**  
Division of  
Middlesex County  
SUPERIOR COURT  
Middlesex, ss. Docket  
Number: 2018 - 1134  
To: Eric Fanning and  
Sherrylee Fanning and all  
persons entitled to the  
benefit of the  
Servicemembers Civil  
Relief Act;  
ENTERPRISE BANK AND  
TRUST COMPANY  
Claiming to be holder of a  
mortgage covering real  
property 1450 Mammoth  
Road, Dracut  
Massachusetts, given by  
the Eric Fanning and  
Sherrylee Fanning, dated  
December 19th 2001, and  
recorded at Book 12527  
and Page 228 of the  
Middlesex (Northern  
District) Registry of Deeds,  
as has filed with said court  
a complaint for authority to  
foreclose a portion of the  
premises subject to the  
mortgage in the following  
manner: By entry and  
possession and exercise  
of the power of sale  
If you are entitled to  
benefits of the  
Servicemembers Civil  
Relief Act and you object  
to such foreclosure, you or  
your attorney should file a  
written appearance and  
answer in said court at  
Woburn Massachusetts on  
or before the 4th day of  
June, 2018, or you may be  
forever barred from  
claiming that such  
foreclosure is invalid under  
said act. Witness:  
Judith Fabricant, Esq.,  
Chief Justice of said Court  
this 20th day of April,  
2018  
CLERK - Michael A.  
Sullivan

May 11, 2018

## Public Notice

### LEGAL NOTICE

#### MORTGAGEE'S SALE OF REAL ESTATE

By virtue of and in execution of the Power of Sale  
contained in a certain mortgage given by Amanda D.  
Chehna to Mortgage Electronic Registration Systems,  
Inc. acting solely as a nominee for Taylor, Bean &  
Whitaker Mortgage Corp., dated October 2, 2008 and  
recorded in Middlesex County (Northern District)  
Registry of Deeds in Book 22473, Page 210  
(the "Mortgage") of which mortgage U.S./ROF III Legal  
Title Trust 2015-1, by U.S. Bank National Association,  
as Legal Title Trustee is the present holder by  
assignment from Mortgage Electronic Registration  
Systems, Inc., as nominee for Taylor, Bean & Whitaker  
Mortgage Corp, its successors and assigns to BAC  
Home Loans Servicing, LP fka Countrywide Home  
Loans Servicing, LP dated July 13, 2011 recorded in  
Middlesex County (Northern District) Registry of Deeds  
in Book 25104, Page 138; corrective assignment from  
Mortgage Electronic Registration Systems, Inc., its  
successors and assigns to Bank of America, N.A.,  
successor by merger to BAC Home Loans Servicing, LP  
fka Countrywide Home Loans Servicing, LP dated  
October 25, 2017 recorded in Middlesex County  
(Northern District) Registry of Deeds in Book 31633,  
Page 28; assignment from Bank of America, N.A.,  
successor by merger to BAC Home Loans Servicing,  
LP, fka Countrywide Home Loans Servicing LP to  
Secretary of Housing and Urban Development dated  
April 2, 2014 recorded in Middlesex County (Northern  
District) Registry of Deeds in Book 28259, Page 250;  
assignment from Secretary of Housing and Urban  
Development to U.S. Bank National Association, as  
Trustee for SROF-2013-S3 REMIC Trust I dated June 6,  
2014 recorded in Middlesex County (Northern District)  
Registry of Deeds in Book 28270, Page 60 and  
assignment from U.S. Bank National Association, as  
Trustee for SROF-2013-S3 REMIC Trust I to USROF III  
Legal Title Trust 2015-1, by U.S. National Association,  
as Legal Title Trustee dated July 21, 2015 recorded in  
Middlesex County (Northern District) Registry of Deeds  
in Book 29258, Page 187, for breach of conditions of  
said mortgage and for the purpose of foreclosing the  
same, the mortgaged premises located at 98 New  
Boston Road, Dracut, MA 01826 will be sold at a Public  
Auction at 2:00 PM on June 20, 2018, at the mortgaged  
premises, more particularly described below, all and  
singular the premises described in said mortgage, to wit:  
The premises known as 98 New Boston Road, Dracut,  
Middlesex County, Massachusetts;  
The land in Dracut, Massachusetts with the buildings  
thereon situated on the Northwestern side of New  
Boston Road, and bounded and described as follows:  
NORTHEASTERLY by Lot 34 on a plan of land  
hereinafter mentioned one hundred fifty (150) feet;  
SOUTHEASTERLY by New Boston Road as shown on  
said plan seventy-five (75) feet;  
SOUTHWESTERLY by Lot 32 as shown on said plan one  
hundred fifty (150) feet; and  
NORTHWESTERLY by an unnumbered Lot as shown on  
said plan seventy-five (75) feet  
Containing 11,250 square feet of land, more or less, and  
being all of Lot 33 as shown on a plan entitled, "Plan of  
Land in Dracut, Massachusetts being part of a  
subdivision known as Rainbow Acres and owned by  
Litchfield Realty Co. surveyed April 28, 1951 by L. S.  
Belanger, Engr." which plan is recorded with Middlesex  
North District Registry of Deed,

May 11, 2018

**COMMONWEALTH OF  
MASSACHUSETTS  
LAND COURT  
DEPARTMENT OF THE  
TRIAL COURT(SEAL)**  
18SM002570  
**ORDER OF NOTICE**  
To: Michella Gularti Levatti;  
Mauri Levatti  
and to all persons entitled  
to the benefit of the  
Servicemembers Civil  
Relief Act, 50 U.S.C. 50  
\$3901 et seq.:

MTGLQ Investors, L.P.,  
claiming to have an  
interest in a Mortgage  
covering real property in  
Lowell, numbered 311  
Pawtucket Boulevard, Unit  
27, Camelot Court  
Condominium Number 1,  
given by Michella Gularti  
Levatti and Mauri Levatti to  
Mortgage Electronic  
Registration Systems, Inc.,  
as nominee for First  
Horizon Loan Corporation,  
dated November 2, 2006,  
and recorded in the Mid-  
dlex County (Northern  
District) Registry of Deeds  
in Book 20668, Page 1,  
and now held by the

## 802 Apartments

**UNIVERSAL APT.RENTALS**  
978-454-9999  
universalapartmentrentals.net

## 836 Rooms

**1 & 2 Furnished Rooms &  
STUDIOS. Finest in  
Lowell. Cooking, laundry,  
private bath. All utils.**  
978-458-2552

## 836 Rooms

**LOWELL -**  
furnished room, private  
home, all utilities, cable,  
internet, refridge, laundry  
\$650 mo.  
617-529-9366

## Public Notice

### COMMONWEALTH OF MASSACHUSETTS CITY OF LOWELL

Notice is hereby given as  
required by Ch 40A Sec 5  
and Ch 43 Sec 23 of  
General Laws that the  
following Ordinance was  
given 1st reading in City  
Council on May 1, 2018  
and was ordered  
advertised for a Public  
Hearing on Tuesday May  
15, 2018 at 7:00 PM,  
Council Chambers, City  
Hall to wit:

### ORDINANCE

An Ordinance Amending  
the Zoning Ordinances of  
the City of Lowell,  
Massachusetts, by  
Amending Various  
Sections.  
Complete copies of the  
Ordinance are available in  
the Office of the City Clerk  
Mon, Wed, Thurs 8AM to  
5PM, Tues 8AM to 8PM  
and Fri 8AM to Noon.  
By Order City Council  
Michael Q. Geary  
City Clerk

May 8, 11, 2018

## Public Notice

### LEGAL NOTICE

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Mortgage Corp, its successors and assigns to BAC  
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in Book 25104, Page 138; corrective assignment from  
Mortgage Electronic Registration Systems, Inc., its  
successors and assigns to Bank of America, N.A.,  
successor by merger to BAC Home Loans Servicing, LP  
fka Countrywide Home Loans Servicing, LP dated  
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Boston Road, Dracut, MA 01826 will be sold at a Public  
Auction at 2:00 PM on June 20, 2018, at the mortgaged  
premises, more particularly described below, all and  
singular the premises described in said mortgage, to wit:  
The premises known as 98 New Boston Road, Dracut,  
Middlesex County, Massachusetts;  
The land in Dracut, Massachusetts with the buildings  
thereon situated on the Northwestern side of New  
Boston Road, and bounded and described as follows:  
NORTHEASTERLY by Lot 34 on a plan of land  
hereinafter mentioned one hundred fifty (150) feet;  
SOUTHEASTERLY by New Boston Road as shown on  
said plan seventy-five (75) feet;  
SOUTHWESTERLY by Lot 32 as shown on said plan one  
hundred fifty (150) feet; and  
NORTHWESTERLY by an unnumbered Lot as shown on  
said plan seventy-five (75) feet  
Containing 11,250 square feet of land, more or less, and  
being all of Lot 33 as shown on a plan entitled, "Plan of  
Land in Dracut, Massachusetts being part of a  
subdivision known as Rainbow Acres and owned by  
Litchfield Realty Co. surveyed April 28, 1951 by L. S.  
Belanger, Engr." which plan is recorded with Middlesex  
North District Registry of Deed,

## 911 Open Houses



**TEWKSBURY -  
OPEN HOUSE SATURDAY,  
MAY 12, 1-4 P.M.**  
32 EMERALD COURT  
55+ Villa now available.  
Gorgeous end unit, tons of  
space. Large bright rooms  
and privacy! Exceptional  
community! By Owner.  
Call: 508.828.2565  
(2% BA)

## Public Notice

### COMMONWEALTH OF MASSACHUSETTS CITY OF LOWELL

Notice is hereby given as  
required by Ch 40A Sec 5  
and Ch 43 Sec 23 of  
General Laws that the  
following Ordinance was  
given 1st reading in City  
Council on May 1, 2018  
and was ordered  
advertised for a Public  
Hearing on Tuesday May  
29, 2018 at 7:00 PM,  
Council Chambers, City  
Hall to wit:

### ORDINANCE

An Ordinance Amending  
"Code of the City of  
Lowell, Massachusetts",  
with respect to Chapter  
290, Thereof Entitled,  
"Zoning" by extending  
existing INST zoning  
district to include all of 39  
Plymouth Street in Lowell.  
Complete copies of the  
Ordinance are available in  
the Office of the City Clerk  
Mon, Wed, Thurs 8AM to  
5PM, Tues 8AM to 8PM  
and Fri 8AM to Noon.  
By Order City Council  
Michael Q. Geary  
City Clerk  
Customer # 10485  
P. O. # 18000239

May 11 & 18, 2018

## Public Notice

## Public Notice

**NOTICE OF MORTGAGEE'S SALE OF REAL ESTATE**  
By virtue of and in execution of the Power of Sale  
contained in a certain mortgage given by **Putheye Sun**  
to World Savings Bank, FSB, its successors and/or  
assignees, dated September 29, 2005 and recorded  
with the Middlesex County (Northern District) Registry  
of Deeds at Book 19339, Page 167, of which mortgage  
the undersigned is the present holder, for breach of the  
conditions of said mortgage and for the purpose of  
foreclosing, the same will be sold at Public Auction at  
2:00 p.m. on June 4, 2018, on the mortgaged premises  
located at 850 PRINCETON BOULEVARD, LOWELL,  
Middlesex County, Massachusetts, all and singular the  
premises described in said mortgage,  
TO WIT:

A certain parcel of land, with the buildings thereon,  
situated partly in Lowell and partly in Chelmsford,  
Middlesex County, Massachusetts, on the Southernly side  
of Wightman Street and being shown as Lot A on a plan  
of land entitled "Subdivision Plan of Land in Lowell,  
Mass., Belonging to Robert P. Murphy Tr., Surveyed  
Apr. 1965, T.P. Sheehan, Rag. Surveyor, which plan is  
recorded with Middlesex North District Registry of Deeds  
in Book of Plans 101, plan 1528 and bounded and  
described as follows: Northernly by said Princeton  
Boulevard, 53 feet; Easternly by land of Roark and Soucy  
on said plan, 100 feet; Southernly by land Bousquel on  
said plan, 106 feet; Westernly by Wightman Street, 10  
feet; Northernly by Lot B on said plan, 53 feet; and  
Westernly by said Lot B, 90 feet Containing 5,830 square  
feet of land Subject to a first mortgage to World Savings  
Bank dated September 29, 2005 and recorded with the  
Middlesex County (Northern District) Registry of Deeds  
at Book 19339, Page 148 in the original principal  
amount of \$199,125.00. For mortgagor's(s)' title see  
deed recorded with Middlesex County (Northern District)  
Registry of Deeds in Book 19339, Page 146.

These premises will be sold and conveyed subject to  
and with the benefit of all rights, rights of way,  
restrictions, easements, covenants, liens or claims in  
the nature of liens, improvements, public assessments,  
any and all unpaid taxes, tax titles, tax liens, water and  
sewer liens and any other municipal assessments or  
liens or existing encumbrances of record which are in  
force and are applicable, having priority over said  
mortgage, whether or not reference to such restrictions,  
easements, improvements, liens or encumbrances is  
made in the deed.

**TERMS OF SALE:**  
A deposit of Five Thousand (\$5,000.00) Dollars by  
certified or bank check will be required to be paid by the  
purchaser at the time and place of sale. The balance is to  
be paid by certified or bank check at Harmon Law  
Offices, P.C., 150 California Street, Newton,  
Massachusetts 02458, or by mail to P.O. Box 610389,  
Newton Highlands, Massachusetts 02461-0389, within  
thirty (30) days from the date of sale. Deed will be  
provided to purchaser for recording upon receipt in full  
of the purchase price. The description of the premises  
contained in said mortgage shall control in the event of  
an error in this publication.

Other terms, if any, to be announced at the sale.  
**WELLS FARGO BANK, N.A.**  
Present holder of said mortgage  
By its Attorneys,  
**HARMON LAW OFFICES, P.C.**  
150 California Street  
Newton, MA 02458  
(617) 558-0500  
201705-0357

May 11, 18, 26, 2018

## Public Notice

### Notice

is hereby given that a  
**Community Outreach  
Meeting** for a proposed  
Marijuana Establishment is  
scheduled for  
Monday, May 21, 2018  
at 6PM at Cobblestones of  
Lowell - Confection Room -  
91 Dutton St, Lowell, MA  
01852. The proposed  
Wholesale Cultivation and  
Processing only service  
will not provide retail sales  
in the community. The  
facility is anticipated to be  
located at 740 Dutton St,  
Lowell MA 01852. There  
will be an opportunity for  
the public to ask  
questions.

May 11, 2018



*city  
managed*

Notice is hereby given that a Community Outreach Meeting for a proposed Marijuana Establishment is scheduled for **Monday, May 21, 2018 at 6PM** at Cobblestones of Lowell - Function Room - 91 Dutton St, Lowell, MA 01852. The proposed **Wholesale Cultivation and Processing only service will not provide retail sales in the community.** The facility is anticipated to be located at 740 Dutton St, Lowell MA 01852. There will be an opportunity for the public to ask questions.

RECEIVED  
DIVISION OF  
DEVELOPMENT SERVICES  
2018 MAY 15 PM 4:51

Lowell planning  
~~center~~  
and Development



Notice is hereby given that a Community Outreach Meeting for a proposed Marijuana Establishment is scheduled for **Monday, May 21, 2018 at 6PM** at Cobblestones of Lowell - Function Room - 91 Dutton St, Lowell, MA 01852. The proposed **Wholesale Cultivation and Processing only service will not provide retail sales in the community.** The facility is anticipated to be located at 740 Dutton St, Lowell MA 01852. There will be an opportunity for the public to ask questions.

~~Planning~~  
City Clerk



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2018 MAY 15 PM 5:07

RECEIVED  
CITY OF LOWELL  
CITY CLERKS OFFICE

[REDACTED]  
[REDACTED]  
LOWELL, MA 01854rec. 5/11/18  
Cammie  
Helms

Notice is hereby given that a Community Outreach Meeting for a proposed Marijuana Establishment is scheduled for **Monday, May 21, 2018 at 6PM** at Cobblestones of Lowell - Function Room - 91 Dutton St, Lowell, MA 01852. The proposed **Wholesale Cultivation and Processing only service will not provide retail sales in the community.** The facility is anticipated to be located at 740 Dutton St, Lowell MA 01852. There will be an opportunity for the public to ask questions.

## **PLAN TO REMAIN COMPLIANT WITH LOCAL ZONING**

Platinum Hydrolab, Inc. (“PHy”) will remain compliant at all times with the local zoning requirements set forth in the City of Lowell Zoning Code. In accordance with Zoning Code Section 7.10 and Article XII (12.9.s Cultivation), PHy’s proposed Marijuana Cultivator facility is located in the Light Industry, Manufacturing and Storage Zoning District designated for Marijuana Cultivator facilities. Per the Lowell Zoning Code, PHy may site its Marijuana Cultivator facility in the Light Industry, Manufacturing and Storage Zoning District by right.

PHy will be located, constructed and operated in such a way as to minimize, to the extent feasible, any noise, safety, odor and environmental impacts. PHy will conform to the dimensional requirements set forth in the Lowell Zoning Code. The PHy facility will be located in a permanent building and will not be a mobile facility.

In compliance with 935 CMR 500.110(3), the property is not located within 500 feet of an existing public or private school providing education to children in kindergarten or grades 1 through 12.

PHy will apply for any other local permits required to operate a Marijuana Cultivator facility at the proposed location. PHy will comply with all conditions and standards set forth in any local permit required to operate a Marijuana Cultivator facility at PHy’s proposed location. Pursuant to Section 7.10.5 of the Lowell Zoning Code, in the manner and form prescribed by the same, PHy will provide the Planning Board with: (1) a narrative providing information about the type and scale of all activities that will take place on the propose site; (2) a context map depicting all properties and land uses within a one thousand foot (1,000’) radius (minimum) of the project site; (3) a Transportation Demand Management Plan to establish the impacts of the peak traffic demand and model the expected origin and frequency of employee and client trips to the site; (4) a security plan for facility operations and transportation that has been reviewed and approved by the Lowell Police Department; (5) a designated, single on-site staff member to serve as the community liaison with direct interaction with on-site security and City police; and (5) a secure solid waste disposal and recycling plan to be approved by the Solid Waste and Recycling Department, Lowell Fire Department and Lowell Police Department.

PHy has already attended several meetings with various municipal officials and boards to discuss PHy’s plans for a proposed Marijuana Cultivator facility and has executed a Host Community Agreement with the City of Lowell. PHy will continue to work cooperatively with various municipal departments, boards, and officials to ensure that PHy’s Marijuana Cultivator facility remains compliant with all local laws, regulations, rules and codes with respect to design, construction, operation, and security.

PHy has also retained the law firm Vicente Sederberg LLC to assist with ongoing compliance with local zoning requirements.



## The Commonwealth of Massachusetts William Francis Galvin

Minimum Fee: \$250.00

Secretary of the Commonwealth, Corporations Division  
One Ashburton Place, 17th floor  
Boston, MA 02108-1512  
Telephone: (617) 727-9640

### Articles of Organization

(General Laws, Chapter 156D, Section 2.02; 950 CMR 113.16)

Identification Number: 001331996

#### ARTICLE I

The exact name of the corporation is:

PLATINUM HYDROLAB, INC.

#### ARTICLE II

Unless the articles of organization otherwise provide, all corporations formed pursuant to G.L. C156D have the purpose of engaging in any lawful business. Please specify if you want a more limited purpose:

#### ARTICLE III

State the total number of shares and par value, if any, of each class of stock that the corporation is authorized to issue. All corporations must authorize stock. If only one class or series is authorized, it is not necessary to specify any particular designation.

Class of Stock	Par Value Per Share Enter 0 if no Par	Total Authorized by Articles of Organization or Amendments		Total Issued and Outstanding Num of Shares
		<i>Num of Shares</i>	<i>Total Par Value</i>	
CNP	\$0.00000	1,000	\$0.00	500

G.L. C156D eliminates the concept of par value, however a corporation may specify par value in Article III. See G.L. C156D Section 6.21 and the comments thereto.

#### ARTICLE IV

If more than one class of stock is authorized, state a distinguishing designation for each class. Prior to the issuance of any shares of a class, if shares of another class are outstanding, the Business Entity must provide a description of the preferences, voting powers, qualifications, and special or relative rights or privileges of that class and of each other class of which shares are outstanding and of each series then established within any class.

#### ARTICLE V

The restrictions, if any, imposed by the Articles of Organization upon the transfer of shares of stock of any class are:

ANY STOCKHOLDER, INCLUDING THE HEIRS, ASSIGNS, EXECUTORS OR ADMINISTRATOR OF A DECEASED STOCKHOLDER, DESIRING TO SELL OR TRANSFER SUCH STOCK OWNED BY HIM OR THEM, SHALL FIRST OFFER IT TO THE CORPORATION THROUGH THE BOARD OF DIRECTORS, IN THE FOLLOWING MANNER: HE SHALL NOTICE THE DIRECTORS OF HIS DESIRE TO SELL OR TRANSFER BY NOTICE IN WRITING, WHICH NOTICE SHALL CONTAIN THE P



RICE AT WHICH HE IS WILLING TO SELL OR TRANSFER AND THE NAME OF ONE ARBITRATOR. THE DIRECTORS SHALL WITHIN THIRTY (30) DAYS THEREAFTER EITHER ACCEPT THE OFFER, OR BY NOTICE TO HIM IN WRITING NAME A SECOND ARBITRATOR AND THESE TWO SHALL NAME A THIRD. IT SHALL THEN BE THE DUTIES OF THE ARBITRATORS TO ASCERTAIN THE VALUE OF THE STOCK, AND IF ANY ARBITRATOR SHALL NEGLECT OR REFUSE TO APPEAR AT ANY MEETING APPOINTED BY THE ARBITRATORS, A MAJORITY MAY ACT IN THE ABSENCE OF SUCH ARBITRATOR. AFTER THE ACCEPTANCE OF THE OFFER, OR THE REPORT OF THE ARBITRATORS AS TO THE VALUE OF THE STOCK, THE DIRECTORS SHALL HAVE THIRTY (30) DAYS WITHIN WHICH TO PURCHASE THE VALUE OF THE STOCK, THE DIRECTORS SHALL HAVE THIRTY (30) DAYS WITHIN WHICH TO PURCHASE THE SAME AT SUCH VALUATION, BUT IF AT THE EXPIRATION OF THIRTY (30) DAYS, THE CORPORATION SHALL NOT HAVE EXERCISED THE RIGHT SO TO PURCHASE, THE OWNER OF THE STOCK SHALL BE AT LIBERTY TO DISPOSE OF THE SAME IN ANY MANNER HE MAY SEE FIT. NO SHARES OF STOCK SHALL BE SOLD OR TRANSFERRED ON THE BOOKS OF THE CORPORATION UNTIL THESE PROVISIONS HAVE BEEN COMPLIED WITH, BUT THE BOARD OF DIRECTORS MAY, IN ANY PARTICULAR INSTANCE, WAIVE THE REQUIREMENT.

ARTICLE VI

Other lawful provisions, and if there are no provisions, this article may be left blank.

**Note: The preceding six (6) articles are considered to be permanent and may be changed only by filing appropriate articles of amendment.**

ARTICLE VII

The effective date of organization and time the articles were received for filing if the articles are not rejected within the time prescribed by law. If a *later* effective date is desired, specify such date, which may not be later than the *90th day* after the articles are received for filing.

**Later Effective Date:   Time:**

ARTICLE VIII

The information contained in Article VIII is not a permanent part of the Articles of Organization.

**a,b. The street address of the initial registered office of the corporation in the commonwealth and the name of the initial registered agent at the registered office:**

Name: ATTY. DANIEL R. TENCZAR  
No. and Street: 1 BRIDGEVIEW CIRCLE, SUITE #15  
City or Town: TYNGSBORO                      State: MA                      Zip: 01879                      Country: USA

**c. The names and street addresses of the individuals who will serve as the initial directors, president, treasurer and secretary of the corporation (an address need not be specified if the business address of the officer or director is the same as the principal office location):**

Title	Individual Name <small>First, Middle, Last, Suffix</small>	Address (no PO Box) <small>Address, City or Town, State, Zip Code</small>
PRESIDENT	BRIAN C LYNCH	13 JACQUES ROAD TYNGSBORO, MA 01879 USA
TREASURER	BRIAN C LYNCH	13 JACQUES ROAD TYNGSBORO, MA 01879 USA

SECRETARY

BRIAN C LYNCH

13 JACQUES ROAD  
TYNGSBORO, MA 01879 USA

DIRECTOR

BRIAN C LYNCH

13 JACQUES ROAD  
TYNGSBORO, MA 01879 USA

**d. The fiscal year end (i.e., tax year) of the corporation:**

December

**e. A brief description of the type of business in which the corporation intends to engage:**

GROWTH AND SALE OF PLANTS AND PLANT PRODUCTS

**f. The street address (post office boxes are not acceptable) of the principal office of the corporation:**

No. and Street: 740 DUTTON STREET

City or Town: LOWELL State: MA Zip: 01852 Country: USA

**g. Street address where the records of the corporation required to be kept in the Commonwealth are located (post office boxes are not acceptable):**

No. and Street: 740 DUTTON STREET

City or Town: LOWELL State: MA Zip: 01852 Country: USA

**which is**

☒ its principal office ☐ an office of its transfer agent

☐ an office of its secretary/assistant secretary ☐ its registered office

**Signed this 12 Day of June, 2018 at 11:21:36 AM by the incorporator(s).** *(If an existing corporation is acting as incorporator, type in the exact name of the business entity, the state or other jurisdiction where it was incorporated, the name of the person signing on behalf of said business entity and the title he/she holds or other authority by which such action is taken.)*

BRIAN C. LYNCH

THE COMMONWEALTH OF MASSACHUSETTS

I hereby certify that, upon examination of this document, duly submitted to me, it appears that the provisions of the General Laws relative to corporations have been complied with, and I hereby approve said articles; and the filing fee having been paid, said articles are deemed to have been filed with me on:

June 12, 2018 11:20 AM

A handwritten signature in black ink, reading "William Francis Galvin". The signature is written in a cursive, flowing style with a large initial 'W' and 'G'.

WILLIAM FRANCIS GALVIN

*Secretary of the Commonwealth*

**BY-LAWS**  
**OF**  
**PLATINUM HYDROLAB, INC.**

**ARTICLE 1 – OFFICES AND AGENT**

- 1) **Principal Office** – The principal office of the corporation in the Commonwealth of Massachusetts shall be located in City of Lowell, Massachusetts. The corporation may have such other offices, either within or without the Commonwealth of Massachusetts, as the Board of Directors may designate or as the business of the corporation may require from time to time.
- 2) **Registered Office** – The registered office of the corporation required to be maintained in the Commonwealth of Massachusetts may be, but need not be, identical with the principal office or place of business in the Commonwealth of Massachusetts, and the address of the registered office may be changed from time to time by the Board of Directors in accord with the laws of the Commonwealth of Massachusetts.
- 3) **Registered Agent** – The Registered Agent of the corporation required by law shall be filed with the Secretary of State and the post office address to which he/she shall send process shall be initially designated in the articles of incorporation and may reassign or change address or be changed by the Board of Directors from time to time in accord with the laws of the Commonwealth of Massachusetts.

**ARTICLE II – SHAREHOLDERS**

**Section 1 – Annual Meeting**

The annual meeting of the Shareholders shall be held on the first Monday in the month of February in each year, beginning with the year after incorporation, at such time as to be determined, for the purpose of electing Directors and for the transaction of such other business as may come before the meeting. If the day fixed for the annual meeting shall be a legal holiday in the Commonwealth of Massachusetts such meeting shall be held on the next succeeding business day. If the election of Directors shall not be held on the day designated herein for any annual meeting of the Shareholders, or any adjournment thereof, the Board of Directors shall cause the election to be held at a special meeting of the Shareholders as soon thereafter as convenient.

**Section 2 – Special Meetings**

Special meetings of the Shareholders, for any purpose or purposes, unless otherwise prescribed by statute, may be called by the Chairman of the Board of Directors, the

President or by the Board of Directors, and shall be called by the Secretary at the written demand of record holders of not less than 10 percent of all the outstanding shares of the Corporation entitled to vote on any issue at the meeting or such lesser percentage as the Articles of Organization permit.

### Section 3 – Place of Meeting

The Board of Directors may designate any place, either within or without the Commonwealth of Massachusetts, as the place of meeting for any annual meeting or for any special meeting called by the Board of Directors. A waiver of notice signed by all Shareholders entitled to vote at a meeting may designate any place, either within or without the Commonwealth of Massachusetts, as the place for the holding of such meeting. If no designation is made, or if a special meeting be otherwise called, the place of meeting shall be the registered office of the corporation in the Commonwealth of Massachusetts.

### Section 4 – Notice of Meeting

Written or printed notice stating the place, day and hour of the meeting and in case of a special meeting, the purpose or purposes for which the meeting is called, and other contents required by law, shall be delivered not less than seven (7) nor more than sixty (60) days before the date of the meeting, either personally or by mail, at the direction of the Chairman, President, or the Secretary, or the officer or persons that called the meeting, to each Shareholder of record entitled to vote at such meeting. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail, addressed to the Shareholder at his address as it appears on the records of the corporation, with postage thereon prepaid. Written waiver of attendance at such meeting, without protest by the Shareholder, shall be equivalent to the giving of such notice and cure any deficiency therein.

### Section 5 – Fixing of Record Date

Subject to applicable law, for the purpose of determining Shareholders entitled to notice of or to vote at any meeting of Shareholders or any adjournment thereof, or Shareholders entitled to receive payment of any dividend, or in order to make a determination of Shareholders for any other proper purpose, the Board of Directors or an authorized officer may fix in advance a date as the record date for any such determination of Shareholders, such date in any case to be not more than seventy (70) days and, in case of a meeting of Shareholders, not less than ten (10) days prior to the date on which the particular action, requiring such determination of Shareholders, is to be taken, or in the case of a merger, consolidation, share exchange, dissolution or sale, lease or exchange of assets, not less than such notice required by law. If no record date is fixed for the determination of Shareholders entitled to notice of or to vote at a meeting of Shareholders, or Shareholders entitled to receive payment of a dividend, the date on which the resolution of the Board of Directors declaring such meeting or dividend is adopted, as the case may be, shall be the record date for such

determination of Shareholders. When a determination of Shareholders entitled to vote at any meeting of Shareholders has been made as provided in this section, such determination shall apply to any adjournment thereof; provided, however, that any such adjournment shall not be more than one hundred and twenty (120) days after the date fixed for the original meeting.

#### Section 6 – Electronic Communications

Any one or more of the Shareholders may participate in a Shareholders' meeting by means of a conference telephone call, or similar communications equipment allowing all persons to hear each other at the same time as permitted by Massachusetts law. Such participation shall constitute presence in person at such meetings.

#### Section 7 – Voting Lists

Upon the fixing of a record date for a meeting, the officer or agent having charge of the stock transfer books for shares of the Corporation shall make a complete list of the stockholders entitled to vote at such meeting, or any adjournment thereof arranged in alphabetical order by voting group and class or series of shares, showing the address of and number of shares held by each stockholder. In the case of shares held in nominee name, the name, address and number of shares owned by each of the beneficial owners represented shall also be included. Such list shall be kept on file at the registered office of the Corporation or accessible on an electronic network and shall be subject to inspection by any stockholder at any time during usual business hours two (2) business days after notice of the meeting is given. Such list shall also be produced and kept open at the time and place of the meeting and shall be subject to inspection and copying by any stockholder, its agent, or its attorney, if for a proper purpose, during the whole time it is available for inspection.

#### Section 8 – Quorum

A majority of the outstanding shares of a voting group entitled to vote as a separate voting group of the corporation, represented in person or by proxy, shall constitute a quorum of such voting group at a meeting of Shareholders. If less than a majority of such outstanding shares are represented at a meeting, a majority of such shares so represented may adjourn the meeting from time to time without further notice. At such adjourned meeting each share which is represented at the original meeting shall be deemed present for the determination of a quorum at the adjourned meeting and any business may be transacted which might have been transacted at the meeting as originally notified. The Shareholders present at a duly organized meeting may continue to transact business until adjournment, notwithstanding the withdrawal of enough Shareholders to leave less than a quorum unless such shares were present only for the sole purpose of objection to notice given.

## Section 9 – Proxies

At all meetings of Shareholders, a Shareholder may vote by proxy executed in writing or by electronic transmission by the Shareholder or by his duly authorized attorney-in-fact as provided by law. Such proxy shall be filed with the Secretary of the corporation before or at the time of the meeting. No proxy shall be valid after eleven (11) months from the date of its execution, unless otherwise provided in the proxy.

## Section 10 – Voting of Shares

10.1. Cumulative Voting – Each Shareholder entitled to vote for directors has the right to cumulate votes in the election of directors according to Massachusetts law, unless the Articles provide that there shall be no cumulative voting.

10.2. Vote – Subject to the provisions of Section 11 of this Article II and the provisions of the Articles of Organization, each outstanding share entitled to vote shall be entitled to one vote upon each matter submitted to a vote at a meeting of Shareholders. Corporate action, other than as set forth in Section 11, shall be authorized by a majority of qualified votes cast at a Shareholder's meeting. A Shareholder is deemed to have voted all of the shares in the same way, absent direction to vote shares differently. A shareholder may vote by electronic transmission as permitted under the laws of the Commonwealth of Massachusetts.

10.3. Voting by Nominees – Upon compliance with Massachusetts law, the Board of Directors may establish a procedure by which the beneficial owner of shares that are registered in the name of a nominee may be recognized by the corporation as the Shareholder for voting and other rights of Shareholders.

## Section 11 – Informal Action by Shareholders

Any action required to be taken at any meeting of the Shareholders, or any other action which may be taken at a meeting of the Shareholders, may be taken without a meeting if a consent in writing, setting forth the action so taken, shall be signed by all of the Shareholders entitled to vote with respect to the subject matter thereof. Such action is effective when a writing signed by all the Shareholders is received by the corporation, unless a different time is provided in such written action, and such receipt shall also be the record date for determining Shareholders entitled to vote on such action.

## **ARTICLE III – BOARD OF DIRECTORS**

### **Section 1 – General Powers**

The business and affairs of the corporation shall be managed under the direction of its Board of Directors under the authority granted by the law of the Commonwealth of Massachusetts.

### **Section 2 – Number, Tenure, Election, Removal, Resignation, Vacancies and Qualification**

Directors shall be natural persons. The first Board of Directors may be named in the Articles or elected by Incorporators or Shareholders. The number of directors of the corporation shall be determined by resolution of the Board of Directors or Shareholders or as set forth in the bylaws, but shall in the absence of such designation be the number of Shareholders of the corporation entitled to elect directors, and may be increased or decreased in accordance with Massachusetts law. Directors may be elected to fill vacancies and newly created directorships by the Board of Directors. Each Director shall hold office until the next annual meeting of Shareholders and until his successor shall have been elected and qualified; or elected for a term not to exceed that permitted under Massachusetts law. A Director may resign by filing his resignation with the Secretary, to take effect as set forth in such resignation, which shall have the effect of creating a vacancy. The articles or these bylaws shall determine Directors' qualifications, but a Director need not be a resident of the Commonwealth of Massachusetts or Shareholder of the corporation.

### **Section 3 – Regular Meetings**

A regular meeting of the Board of Directors shall be held without other notice than this Bylaw immediately after, and at the same place as, the annual meeting of Shareholders. The Board of Directors may provide, by resolution, the time and place, either within or without the Commonwealth of Massachusetts, for the holding of additional regular meetings without other notice than such resolution.

### **Section 4 – Special Meetings**

Special meetings of the Board of Directors may be called by or at the request of the Chairman, President or any Director. The person or persons authorized to call special meetings of the Board of Directors may fix any place, either within or without the Commonwealth of Massachusetts, as the place for holding any special meeting of the Board of Directors called by them.



## Section 5 – Notice

No notice need be given for regular meetings of the Board of Directors. Notice of any special meeting of the Board of Directors shall be given at least two (2) days prior thereto by notice delivered personally or mailed to each Director. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail so addressed with postage thereon prepaid. If notice be given by telegram or electronic communication, such notice shall be deemed to be delivered when the notice is sent. Any Director may waive notice of any meeting in a writing to be filed with the minutes of such meeting. The attendance of a Director at a meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, the purpose of, any regular or special meeting of the Board of Directors need be specified in the notice or waiver of notice of such meeting.

## Section 6 – Quorum and Adjournments

A majority of the Directors currently holding office shall constitute a quorum for the transaction of business at any meeting of the Board of Directors, but if less than all Directors are present at a meeting, a majority of the Directors present may adjourn the meeting from time to time without further notice. A Director may give advance written consent or opposition to a proposal to be acted on at a Board of Directors meeting.

## Section 7 – Manner of Acting

The act of a majority of the Directors present at a meeting shall be the act of the Board of Directors. All members may consent in writing to an action without a meeting.

## Section 8 – Electronic Meetings

Any one or more of the Directors may participate in a meeting of the Board of Directors or any Committee thereof by means of a conference telephone call, or similar communications equipment allowing all persons to hear each other at the same time. Such participation shall constitute presence in person at such meetings.

## Section 9 – Vacancies

Any vacancy occurring in the Board of Directors may be filled by the vote of the remaining Directors though less than a quorum of the Board of Directors or voting group, or by the vote of shareholders. A director elected to fill a vacancy shall be elected for the unexpired term of his predecessor in office. A vacancy occurring at a specific later date may be filled before the vacancy occurs, but the new director shall not take office until the vacancy occurs.

#### Section 10 – Compensation

The Board of Directors may fix the compensation of directors serving in any capacity.

#### Section 11 – Presumption of Assent

A Director of the corporation who is present at a meeting of the Board of Directors at which action on any corporate matter is taken shall be presumed to have assented to the action taken unless his dissent shall be entered in the minutes of the meeting or unless he/she shall file his written dissent to such action with the person acting as the secretary of the meeting promptly after the adjournment of the meeting. Such right to dissent shall not apply to a Director who voted in favor of such action.

#### Section 12 – Removal

The Shareholders or Directors of the corporation may remove a Director pursuant to Massachusetts law.

#### Section 13 – Board Committees

The Board of Directors may establish committees having the authority of the Board of Directors pursuant to Massachusetts law.

#### Section 14 – Shareholder Management

The Shareholders may take any action that the Board of Directors has the power to make pursuant to Massachusetts law as set forth in the articles of incorporation of the corporation.

### **ARTICLE IV – OFFICERS**

#### Section 1 – Number

The officers of the Corporation may be a Chairman of the Board of Directors, President, Chief Executive Officer, one or more Vice Presidents (the number thereof to be determined by the Board of Directors), a Secretary, and a Treasurer or Chief Financial Officer, each of whom shall be elected by the Board of Directors. Such other officers and assistant officers as may be deemed necessary may be elected or appointed by the Board of Directors. Any two or more offices may be held by the same person.

#### Section 2 – Election and Term of Office; Resignation

The officers of the corporation to be elected by the Board of Directors shall be elected annually by the Board of Directors at the first meeting of the Board of Directors held after each annual meeting of the Shareholders, or as soon thereafter as is convenient. Each officer shall hold office until his successor shall have been duly elected and shall have

qualified or until his death or until he/she shall resign or shall have been removed in the manner hereinafter provided. In the absence of an election or appointment, the person exercising such powers is deemed to have been elected to such offices under Massachusetts law.

### Section 3 – Removal

Any officer or agent elected or appointed by the Board of Directors may be removed by the Board of Directors whenever in its judgment the best interests of the corporation would be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the person so removed.

### Section 4 – Vacancies

A vacancy in any office because of death, resignation, removal, disqualification or otherwise may be filled by the Board of Directors for the unexpired portion of the term and until the successor shall have been chosen and qualified.

### Section 5 – Officers

The Board of Directors may appoint the following officers who shall exercise such duties as set forth herein or as authorized by the Board of Directors:

#### 5.1 Chairman of the Board of Directors

The Board of Directors shall elect the Chairman of the Board of Directors from its membership. He/She shall preside at the meetings of the Board and Shareholders and perform such other duties as may be assigned to him/her by the Board of Directors from time to time.

#### 5.2. President/CEO

The President shall be the Chief Executive Officer of the corporation and, subject to the control of the Board of Directors, shall in general supervise and control all of the business and affairs of the corporation. He/She shall, when the Chairman of the Board of Directors is absent, preside at all meetings of the Shareholders and of the Board of Directors. He/She may sign, with the Secretary or any other proper officer of the corporation thereunto authorized by the Board of Directors, certificates for shares of the corporation, any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these bylaws to some other officer or agent of the corporation, or shall be required by law to be otherwise signed or executed; and in general shall perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time.

### 5.3 The Vice Presidents

In the absence of the President or in the event of his/her death, inability, or refusal to act, the Vice President (or in the event there be more than one Vice President, the Vice President in the order designated at the time of their election, or in the absence of any designation, then in the order of their election) shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. Any Vice President may sign, with the Secretary or an Assistant Secretary, certificates for shares of the corporation; and shall perform such other duties as from time to time may be assigned to him/her by the President or by the Board of Directors.

### 5.4 The Secretary

The Secretary shall: (a) keep the minutes of the Shareholders' and of the Board of Directors' meetings in one or more books provided for that purpose; (b) see that all notices are duly given in accordance with the provisions of these bylaws or as required by law; (c) be custodian of the corporate records and the seal of the corporation and see that the seal of the corporation is duly authorized; (d) keep a register of the post office address of each Shareholder which shall be furnished to the Secretary by such Shareholder; (e) sign with the President, or Vice President, certificates for shares of the corporation, the issuance of which shall have been authorized by resolution of the Board of Directors; (f) have general charge of the stock transfer books of the corporation; and (g) in general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him/her by the President or by the Board of Directors.

### 5.5 The Treasurer/CFO

The Treasurer shall be the Chief Financial Officer of the corporation and shall have charge and custody of and be responsible for all funds and securities of the corporation and shall keep regular books of all receipts and disbursements of the corporation, and in general shall perform such other duties as may be assigned to him/her by the Board of Directors or the President. The Treasurer shall disburse out of the funds of the corporation payment of such just demands against the corporation as may from time to time be authorized by the Board of Directors. The Treasurer shall sign or countersign all checks, notes and such other instruments or obligations as require his/her signature, and shall perform all duties incident to his/her office, or that are properly required of him/her by the Board of Directors, provided, however, that by resolution of the Board of Directors' authority and responsibility for the signing of checks, notes and other obligations may be assigned to either the President or Treasurer or such other officer or officers as the Board of Directors may designate from time to time.

## Section 6. Transfer of Authority

In case of the absence of any officer of the corporation or for any other reason the Board of Directors deems sufficient, the Board of Directors may transfer the powers or duties of

that officer to any other officer, Director or employee of the corporation and any officer may delegate their duties to persons functioning in subordinate offices.

#### Section 6.1 Compensation

The salaries of the principal officers shall be fixed from time to time by the Board of Directors. No officer shall be prevented from receiving his/her salary by reason of the fact that he/she is also a Director of the corporation.

### **ARTICLE V. CONTRACTS**

#### Section 1. Contracts.

The Board of Directors may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation, and such authority may be general or confined to the specific instances.

### **ARTICLE VI. CERTIFICATES FOR SHARES AND THEIR TRANSFER**

#### Section 1. Determination of Shares

The Board of Directors shall determine if some or all of any or all classes and series of its shares shall be un-certificated or certificated shares.

#### Section 2. Certificates for Shares

If the Board of Directors determines to issue Certificates representing fully paid and non-assessable shares of the common stock of the corporation, such certificates shall be in such form as shall be similar to that annexed to the minutes of the first meeting of the Board of Directors or otherwise as determined by the Board of Directors. Such certificates shall be signed by the President or a Vice President and by the Secretary or an Assistant Secretary and the Corporation Seal shall be affixed thereto. All certificates for shares shall be consecutively numbered or otherwise identified. The name and address of the person to whom the shares represented thereby are issued, with the number of shares and date of issue, shall be entered on the stock transfer books of the corporation. All certificates surrendered to the corporation for transfer shall be canceled and no new certificate shall be issued until the former certificate for a like number of shares shall have been surrendered and canceled, except that in case of a lost, destroyed or mutilated certificate a new one may be issued therefore upon such terms and indemnity to the corporation as the Board of Directors may prescribe.

#### Section 3. Transfer of Shares

Transfer of shares of the corporation shall be made only on the stock transfer books of the corporation by the holder of record thereof or by his/her legal representative, who shall furnish proper evidence of authority to transfer, or by his/her attorney there-unto

authorized by power of attorney duly executed and filed with the Secretary of the corporation, and on surrender for cancellation of the certificate for such shares. The person in whose name shares stand on the books of the corporation shall be deemed by the corporation to be the owner thereof for all purposes. The Board of Directors or Shareholders may impose a restriction on the transfer of shares in accordance with Massachusetts law.

#### **Section 4. Lost or Destroyed Certificates.**

The holder of any certificate representing shares of the corporation shall immediately notify the corporation of any loss or destruction of the certificates (s) representing same. The corporation may issue a new certificate in the place of any certificate theretofore issued by it alleged to have been lost or destroyed. On production of such evidence of loss or destruction as the Board of Directors in its discretion may require, the Board of Directors may, in its discretion, require the owner of the lost or destroyed certificate, or such person's legal representatives, to give the corporation a bond in such sum as the Board may direct, and with such surety or sureties as may be satisfactory to the Board of Directors to indemnify the corporation against any claims, loss, liability or damage it may suffer on account of the issuance of the new certificate. A new certificate may be issued without requiring any such evidence, bond, or indemnity subject to the discretion of the Board of Directors.

### **ARTICLE VII. FISCAL YEAR**

The fiscal year of the corporation shall begin on the first day of January and end on the thirty-first day of December in each year. The Board of Directors shall have the power to change the fiscal year by resolution duly adopted.

### **ARTICLE VIII NAME**

The exclusive name of this corporation that has been reserved as required by law shall be as above written.

### **ARTICLE IX. SEAL**

The Board of Directors shall provide a corporate seal which shall have inscribed thereon the (1) word "Seal" or "Corporate Seal", and may contain (2) the name of the corporation, (3) the Commonwealth of Massachusetts as place of incorporation, and may contain (4) abbreviations or combinations of such terms and be affixed, engraved, printed, placed, stamped or in any other manner be reproduced on any document.

### **ARTICLE X. WAIVER OF NOTICE**

Whenever any notice is required to be given to any Shareholder or Director of the corporation under the provisions of these bylaws or under the provisions of the articles of incorporation or under the provisions of the Massachusetts law, a waiver thereof in

writing, signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

#### **ARTICLE XI. AMENDMENTS**

These bylaws may be altered, amended or repealed and new bylaws may be adopted by Shareholders or the Board of Directors at any regular or special meeting of the Board of Directors or Shareholders by a vote of such Shareholders or Directors entitled to vote in accordance with the laws of Massachusetts.

#### **ARTICLE XII. FURTHER AUTHORITIES**

The Board of Directors may grant, delegate or assign to any officer of the corporation any of the duties and authorities herein above designated to be performed by any officer or may enlarge or restrict the duty and authority of any officer, either temporarily or permanently, as long as such powers and authorities shall not be inconsistent with these bylaws.

#### **ARTICLE XIII. SEVERABILITY**

Any provision of these bylaws, or any amendment or alteration thereof, which has been constructed to be in violation of Massachusetts law, as amended, and any amendment or replacement thereto, shall not in any way render the remaining provisions invalid.

#### **ARTICLE XIV. DIRECTOR AND OFFICER INDEMNIFICATION**

The corporation shall indemnify any person acting on its behalf in accordance with the law of Massachusetts. The indemnification provided hereby shall not be deemed exclusive of any other right to which anyone seeking indemnification thereunder may be entitled under any bylaw, agreement, or otherwise, both as to action in his/her official capacity and as to action in another capacity while holding such office. The corporation may purchase and maintain insurance on the behalf of any Director, officer, agent, employee or former Director or officer or other person, against any liability asserted against them and incurred by him/her.

Adopted on the date of incorporation, being the 1<sup>st</sup> day of May, 2018 by the Incorporators/ Board of Directors.

\_\_\_\_\_  
Incorporator- Brian C. Lynch

Attest:

(Seal)

\_\_\_\_\_  
Secretary- Brian C. Lynch



Commonwealth of Massachusetts  
Department of Revenue  
Christopher C. Harding, Commissioner

mass.gov/dor

Letter ID: L1179204224  
Notice Date: October 29, 2018  
Case ID: 0-000-294-403



## CERTIFICATE OF GOOD STANDING AND/OR TAX COMPLIANCE



BRIAN LYNCH  
PLATINUM HYDROLAB  
740 DUTTON ST  
LOWELL MA 01854-4310

### ***Why did I receive this notice?***

The Commissioner of Revenue certifies that, as of the date of this certificate, PLATINUM HYDROLAB is in compliance with its tax obligations under Chapter 62C of the Massachusetts General Laws.

This certificate doesn't certify that the taxpayer is compliant in taxes such as unemployment insurance administered by agencies other than the Department of Revenue, or taxes under any other provisions of law.

**This is not a waiver of lien issued under Chapter 62C, section 52 of the Massachusetts General Laws.**

### ***What if I have questions?***

If you have questions, call us at (617) 887-6367 or toll-free in Massachusetts at (800) 392-6089, Monday through Friday, 8:30 a.m. to 4:30 p.m..

### ***Visit us online!***

Visit [mass.gov/dor](http://mass.gov/dor) to learn more about Massachusetts tax laws and DOR policies and procedures, including your Taxpayer Bill of Rights, and MassTaxConnect for easy access to your account:

- Review or update your account
- Contact us using e-message
- Sign up for e-billing to save paper
- Make payments or set up autopay

Edward W. Coyle, Jr., Chief  
Collections Bureau





*The Commonwealth of Massachusetts*  
*Secretary of the Commonwealth*  
*State House, Boston, Massachusetts 02133*

William Francis Galvin  
Secretary of the  
Commonwealth

Date: July 16, 2018

To Whom It May Concern :

I hereby certify that according to the records of this office,

**PLATINUM HYDROLAB, INC.**

is a domestic corporation organized on **June 12, 2018** , under the General Laws of the Commonwealth of Massachusetts. I further certify that there are no proceedings presently pending under the Massachusetts General Laws Chapter 156D section 14.21 for said corporation's dissolution; that articles of dissolution have not been filed by said corporation; that, said corporation has filed all annual reports, and paid all fees with respect to such reports, and so far as appears of record said corporation has legal existence and is in good standing with this office.



In testimony of which,

I have hereunto affixed the

Great Seal of the Commonwealth

on the date first above written.

A handwritten signature in blue ink, reading "William Francis Galvin".

Secretary of the Commonwealth

Certificate Number: 18070265690

Verify this Certificate at: <http://corp.sec.state.ma.us/CorpWeb/Certificates/Verify.aspx>

Processed by:

## **DISPENSING PROCEDURES**

Platinum HydroLab, Inc. (“PHY”) is applying for licenses to operate Cultivation and Product Manufacturer Establishments in Lowell. No dispensing or retail sales to consumers will occur under these licenses or at PHY’s Cultivation and Product Manufacturing facility in Lowell.

## **DIVERSITY PLAN**

### **Overview**

Platinum Hydrolab, Inc. (“PHy”) is dedicated to promoting equity in its operations for diverse populations, which the Commission has identified as the following:

1. Minorities;
2. Women;
3. Veterans;
4. People with disabilities; and
5. People of all gender identities and sexual orientations.

To support such populations, PHy has created the following Diversity Plan (the “Plan”) and has identified and created goals/programs to promote equity in PHy’s operations.

### **Goals**

In order for PHy to promote equity for the above-listed groups in its operations, PHy has established the following goals:

1. Increasing the number of individuals falling into the above-listed demographics working in the establishment and providing tools to ensure their success; and
2. Increasing the number of businesses owned by individuals falling into the above-listed demographics that can contract or otherwise do business with Marijuana Establishments

### **Programs**

PHy has developed specific programs to effectuate its stated goals to promote diversity and equity in its operations, which will include the following:

1. Participating in at least 2 career fairs per year in underrepresented and minority communities;
2. Creating a Diversity Committee made up of a diverse section of PHy staff committed to implementing the Plan and advancing the idea of diversity among PHy staff;
3. Working directly with staffing agencies to identify qualified candidates for open job positions who are from the above-listed diverse populations with the goal of maintaining a staff comprised of at least 25% women;
4. Working directly with staffing agencies to identify qualified candidates for open job positions who are from the above-listed diverse populations with the goal of maintaining a staff comprised of at least 25% minorities;
5. Working with staffing agencies to identify qualified candidates for open job positions to create a staff comprised of 5% Veterans;
6. Working directly with staffing agencies to identify qualified candidates for open job positions with the goal of maintaining a staff comprised of at least 5% members of the LGBTQ community;

7. Working directly with staffing agencies to identify qualified candidates for open job positions with the goal of maintaining a staff comprised of at least 5% those with a disability; and
8. Utilizing the Massachusetts Supplier Diversity Office's Directory of Certified Businesses to ensure diverse organization vendor and contractor spending at or above 25% of total related expenses.

### Measurements

The General Manager, in coordination with the PHy's Diversity Committee and the Human Resources Manager, will administer the Plan and will be responsible for developing measurable outcomes to ensure PHy continues to meet its commitments. Such measurable outcomes, in accordance with PHy's goals and programs described above, include:

- Documenting the number of career fairs participated in (at least 2) in underrepresented and minority communities, including documentation of all resumes and applications received as a result of such career fairs;
- Ensuring that at least 25% of staff are comprised of women through a quarterly staffing analysis, as well as documentation of all such applicants received and identified through staffing agencies;
- Ensuring that 25% of staff are comprised of minorities through a quarterly staffing analysis, as well as documentation of all such applicants received and identified through staffing agencies;
- Ensuring that at least 5% of staff are comprised of Veterans through a quarterly staffing analysis, as well as documentation of all such applicants received and identified through staffing agencies;
- Ensuring that at least 5% of staff are comprised of those from the LGBTQ community through a quarterly staffing analysis, as well as documentation of all such applicants received and identified through staffing agencies;
- Ensuring that at least 5% of staff are those with a disability through a quarterly staffing analysis, as well as documentation of all such applicants received and identified through staffing agencies; and
- Documenting all contracts that PHy holds with diverse vendors, including the value of any such contracts and an accounting that establishes that diverse vendor spending is at or above 25% of total related expenses

Beginning upon receipt of PHy's first "Commence Operations" designation from the Commission to operate a marijuana establishment in the Commonwealth, PHy will utilize the proposed measurements to assess its Plan and will account for demonstrating proof of success or progress of the Plan upon the yearly renewal of the license. The General Manager will review and evaluate PHy's measurable outcomes no less than quarterly to ensure that PHy is meeting its

commitments. PHy is mindful that demonstration of the Plan's progress and success will be submitted to the Commission upon renewal.

PHy's Diversity Committee will also serve in an advisory role to the General Manager, and the General Manager will submit quarterly reports to the Diversity Committee relative to the metrics and effectiveness of the Plan. The initial members of the Committee were selected based on their diverse status and their personal commitments to diversity. Initial Members of the Committee are Brian Lynch, Valerie Callahan, Anthony Clark, Elizabeth Skinsacos and Ryan Checchi. Additional members of the Committee may be added at the discretion of PHy's executive management team.

#### Acknowledgements

- PHy will adhere to the requirements set forth in 935 CMR 500.105(4) which provides the permitted and prohibited advertising, branding, marketing, and sponsorship practices of every Marijuana Establishment.
- Any actions taken, or programs instituted by PHy will not violate the Commission's regulations with respect to limitations on ownership or control or other applicable state laws.

## **DIVERSITY PLAN**

### **Overview**

Platinum Hydrolab, Inc. (“PHy”) is dedicated to promoting equity in its operations for diverse populations, which the Commission has identified as the following:

1. Minorities;
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To support such populations, PHy has created the following Diversity Plan (the “Plan”) and has identified and created goals/programs to promote equity in PHy’s operations.

### **Goals**

In order for PHy to promote equity for the above-listed groups in its operations, PHy has established the following goals:

1. Increasing the number of individuals falling into the above-listed demographics working in the establishment and providing tools to ensure their success; and
2. Increasing the number of businesses owned by individuals falling into the above-listed demographics that can contract or otherwise do business with Marijuana Establishments

### **Programs**

PHy has developed specific programs to effectuate its stated goals to promote diversity and equity in its operations, which will include the following:

1. Participating in at least 2 career fairs per year in underrepresented and minority communities;
2. Working directly with staffing agencies to identify qualified candidates for open job positions who are from the above-listed diverse populations with the goal of maintaining a staff comprised of at least 50% of such individuals; and
3. Utilizing the Massachusetts Supplier Diversity Office’s Directory of Certified Businesses to ensure diverse organization vendor and contractor spending at or above 25% of total related expenses.

### **Measurements**

The General Manager, in coordination with the PHy’s Diversity Committee and the Human Resources Manager, will administer the Plan and will be responsible for developing measurable outcomes to ensure PHy continues to meet its commitments. Such measurable outcomes, in accordance with PHy’s goals and programs described above, include:

- Documenting the number of career fairs participated in (at least 2) in underrepresented and minority communities, including documentation of all resumes and applications received as a result of such career fairs;
- Ensuring that at least 50% of staff are comprised of individuals from the above-listed diverse groups through a quarterly staffing analysis, as well as documentation of all such applicants received and identified through staffing agencies; and
- Documenting all contracts that PHy holds with diverse vendors, including the value of any such contracts and an accounting that establishes that diverse vendor spending is at or above 25% of total related expenses

Beginning upon receipt of PHy's first Provisional License from the Commission to operate a marijuana establishment in the Commonwealth, PHy will utilize the proposed measurements to assess its Plan and will account for demonstrating proof of success or progress of the Plan upon the yearly renewal of the license. The General Manager will review and evaluate PHy's measurable outcomes no less than quarterly to ensure that PHy is meeting its commitments. PHy is mindful that demonstration of the Plan's progress and success will be submitted to the Commission upon renewal.

PHy's Diversity Committee will serve in an advisory role to the General Manager, and the General Manager will submit quarterly reports to the Diversity Committee relative to the metrics and effectiveness of the Plan. The initial members of the Committee were selected based on their diverse status and their personal commitments to diversity. Initial Members of the Committee are Brian Lynch, Valerie Callahan, Anthony Clark, Elizabeth Skinsacos and Ryan Checchi. Additional members of the Committee may be added at the discretion of PHy's executive management team.

#### Acknowledgements

- PHy will adhere to the requirements set forth in 935 CMR 500.105(4) which provides the permitted and prohibited advertising, branding, marketing, and sponsorship practices of every Marijuana Establishment.
- Any actions taken, or programs instituted by PHy will not violate the Commission's regulations with respect to limitations on ownership or control or other applicable state laws.

## **MAINTAINING OF FINANCIAL RECORDS**

Platinum Hydrolab, Inc.'s ("PHY") operating policies and procedures ensure financial records are accurate and maintained in compliance with the Commission's Adult Use of Marijuana regulations (935 CMR 500). Financial records maintenance measures include policies and procedures requiring that:

- Confidential information will be maintained in a secure location, kept separate from all other records, and will not be disclosed without the written consent of the individual to whom the information applies, or as required under law or pursuant to an order from a court of competent jurisdiction; provided however, the Commission may access this information to carry out its official duties.
- All recordkeeping requirements under 935 CMR 500.105(9) are followed, including:
  - Keeping written business records, available for inspection, and in accordance with generally accepted accounting principles, which will include manual or computerized records of:
    - Assets and liabilities;
    - Monetary transactions;
    - Books of accounts, which will include journals, ledgers, and supporting documents, agreements, checks, invoices, and vouchers;
    - Sales records including the quantity, form, and cost of marijuana products; and
    - Salary and wages paid to each employee and any executive compensation, bonus, benefit, or item of value paid to any individual affiliated with a marijuana establishment, including members, if any.
- All sales recording requirements under 935 CMR 500.140(6) are followed, including:
  - Utilizing a point-of-sale (POS) system approved by the Commission, in consultation with the DOR, and a sales recording module approved by DOR;
  - Conducting a monthly analysis of its equipment and sales data, and maintaining records, available to the Commission upon request, that the monthly analysis has been performed;
  - Complying with 830 CMR 62C.25.1: *Record Retention* and DOR Directive 16-1 regarding recordkeeping requirements;
  - Adopting separate accounting practices at the point-of-sale for marijuana and marijuana product sales, and non-marijuana sales;
  - Maintaining such records that would allow for the Commission and the DOR to audit and examine the point-of-sale system used in order to ensure compliance with Massachusetts tax laws and 935 CMR 500; and
  - If co-located with a medical marijuana treatment center, maintaining and providing the Commission on a biannual basis accurate sales data collected by the licensee during the six months immediately preceding this application for the



purpose of ensuring an adequate supply of marijuana and marijuana products under 935 CMR 500.140(10).

- Additional written business records will be kept, including, but not limited to, records of:
  - Compliance with liability insurance coverage or maintenance of escrow requirements under 935 CMR 500.105(10) and all bond or escrow requirements under 935 CMR 500.105(16);
  - Fees paid under 935 CMR 500.005 or any other section of the Commission's regulations; and
  - Fines or penalties, if any, paid under 935 CMR 500.550 or any other section of the Commission's regulations.

## **PERSONNEL POLICIES INCLUDING BACKGROUND CHECKS**

### **Overview**

Platinum HydroLab, Inc. (“PHy”) will maintain personnel records as a separate category of records due to the sensitivity and importance of information concerning agents, including registration status and background check records. PHy will keep, at a minimum, the following personnel records:

- Job descriptions for each employee and volunteer position, as well as organizational charts consistent with the job descriptions;
- A personnel record for each marijuana establishment agent;
- A staffing plan that will demonstrate accessible business hours and safe conditions;
- Personnel policies and procedures; and
- All background check reports obtained in accordance with 935 CMR 500.030.

### **Job Descriptions**

**Director of Security:** Under the supervision of the Chief Executive Officer, the Director of Security is responsible for the development and overall management of the Security Policies and Procedures for PHy, while implementing, administering, and revising the policies as needed. In addition, the Director of Security will perform the following duties:

- Provide general training to PHy agents during new hire orientation or re-current trainings throughout the year;
- Provide training specific for Security Agents prior to the Security Agent commencing job functions;
- Review and approve incident reports and other reports written by Security Agents prior to submitting to the executive management team—follow up with security agent if needed;
- Maintain lists of agents authorized to access designated areas of the PHy facility, including cash and product storage vaults, the surveillance and network equipment room, and other highly sensitive areas of the PHy facility;
- Lead a working group comprised of the Chief Executive Officer, General Manager, and any other designated advisors to ensure the current policies and procedures are properly implemented, integrated, effective, and relevant to ensure the safety of PHy agents and assets;
- Ensure that all required background checks have been completed and documented prior to an agent performing job functions; ensure agent is granted appropriate level of access to the facility necessary to complete his/her job functions;
- Maintain all security-related records, incident reports and other reports written by security agents;
- Evaluate and determine the number of security agents assigned to each shift and proper shift change times; and
- Maintain frequent contact with local law enforcement authorities.

**Security Agent:** Security Agents monitor PHy’s security systems including alarms, video surveillance, and motion detectors. Security Agents are responsible for ensuring that only authorized individuals are permitted access to the PHy facility by verifying appropriate ID cards

and other forms of identification. In addition, Security Agents perform the following duties and other duties upon request:

- Investigate, communicate, and provide leadership in the event of an emergency such as an intrusion, fire, or other threat that jeopardizes authorized visitors and PHy agents;
- Respond and investigate security situations and alarm calls; clearly document the incident and details surrounding the incident in a written report for the Director of Security;
- Oversee the entrance to the facility and verify credentials of each person seeking access to the PHy facility;
- Answer routine inquiries;
- Log entries, and maintain visitor log;
- Escort authorized visitors in restricted access areas; and
- Escort PHy agents from the facility during non-business hours and perform security checks at designated intervals.

General Manager (“GM”): The GM is responsible for most of the daily maintenance of the business end of the company. The GM is also the Human Resources Manager and responsible for along with the CEO for hiring from the diverse group of local talent that is offered by the area. In a small company like PHy, both HR and Inventory duties can be executed by one person. The GM is responsible for inventory on a day-to-day basis as well as the weekly and monthly inventory counts and waste disposal requirements. The GM will perform the comprehensive annual inventory in conjunction with the executive management team. Additional duties include, but are not limited to:

- Implementing inventory controls to track and account for all dispensary inventory;
- Implementing procedures and notification policies for proper disposal;
- Maintaining records, including operating procedures, inventory records, audit records, storage and transfer records;
- Maintaining documents with each day’s beginning, acquisitions, sales, disposal, and ending inventory; and
- Proper storing, labeling, tracking, and reporting of inventory.
- Maintaining records, including operating procedures, inventory records, audit records, storage and transfer records;
- Maintaining documents with each day’s beginning, acquisitions, sales, disposal and ending inventory;
- Ensuring products are properly stored, labeled, and recorded in the BioTrackTHC system;
- Ensuring waste is properly stored; and
- Coordinating the waste disposal schedule and ensuring PHy’s policies and procedures for waste disposal are adhered to.
- Oversee hiring and release of PHy agents;
- Review and revise PHy personnel policies and procedures in consultation with the executive management team and department managers;
- Develop training schedules and policies for PHy agents under the supervision of the executive management team and department managers;
- Handle any and all agent discipline as necessary;
- Ensure compliance with any and all workplace policy laws and requirements; and

- Be responsible for such additional human resources tasks as determined by the executive management team.

Director of Cultivation: The Director of Cultivation is responsible for all daily operations and maintenance of the Cultivation Facility. The Director of Cultivation will:

- Be responsible for implementing policies with the Cultivation Facility;
- Coordinate space assignments;
- Receive and review work requests;
- Coordinate repairs and maintenance;
- Supervise and train agents in an ongoing capacity;
- Provide mandatory training for new agents;
- Maintain a record of space allocations;
- Work with Cultivation Technicians to promote successful operations in the Cultivation Facility;
- Program and monitor the Direct Digital Control (DDC).
- Maintain a database of environmental controls and conditions;
- Adjust DDC for optimum efficiency of operation;
- Provide pesticide recommendations and ensure IPM Program is sufficient.
- Instruct Cultivation Technicians on operation procedures;
- Train and supervise Cultivation Technicians;
- Assist with the activities performed by all Cultivation Technicians;
- Instruct agents or apply pesticides with guidance from the Director of Cultivation;
- Perform routine maintenance;
- Maintain inventory of all cultivation supplies and order such supplies;
- Report daily to Director of Cultivation; and
- Coordinate with relevant staff regarding harvest schedules.

Cultivation Technician: Cultivation Technicians are responsible for all daily tasks in their assigned areas within the Cultivation Facility. Cultivation Technicians report directly to Cultivation Manager and/or Director of Cultivation. Responsibilities include, but are not limited to:

- Irrigation;
- Pruning;
- Pesticide application;
- Potting/Repotting;
- Propagation;
- Light construction; and
- Janitorial duties (i.e. cleaning, disinfecting, sterilizing).

Production Manager: The Production Manager is responsible for all post-harvest handling of marijuana. The Production Manager coordinates directly with the Director of Cultivation regarding harvest schedules. Production Manager reports directly to the Director of Cultivation and is responsible for the following:

- Transitioning harvested plant material from cultivation rooms to the Trim Room where marijuana is trimmed via machine and manually;
- Overseeing Trim Technicians and delegates daily tasks to production agents;

- Ensuring quality control of finished marijuana flowers;
- Monitoring the status of the Dry Room and of marijuana flowers that are in the process of drying;
- Entering wet and dry weights of all product including flowers and trim into BioTrackTHC;
- Working with Cultivation Technicians to ensure prompt transfer of marijuana trim to relevant room within the Cultivation Facility;
- Overseeing bulk packaging and storing in dedicated vault; and
- Relaying information to the Inventory Manager for sales purposes.

Trim Technicians: Trim Technicians are responsible for post-harvest trimming of marijuana plants, both mechanical and manual. Trim Technicians report directly to the Production Manager and are responsible for:

- Receiving daily tasks from the Production Manager;
- Assisting in the harvest of marijuana;
- Trimming marijuana plants;
- Maintaining a sterile environment in the Trim Room; and
- Cleaning and maintaining scissors and trim machines.

#### Agent Personnel Records

Personnel records for each agent will be maintained for at least twelve (12) months after termination of the agent's affiliation with PHY and will include, at a minimum, the following:

- All materials submitted to the Commission pursuant to 935 CMR 500.030(2);
- Documentation of verification of references;
- The job description or employment contract that includes duties, authority, responsibilities, qualifications, and supervision;
- Documentation of all required training, including training regarding privacy and confidentiality requirements, and the signed statement of the individual indicating the date, time, and place he or she received said training and the topics discussed, including the name and title of presenters;
- Documentation of periodic performance evaluations;
- A record of any disciplinary action taken;
- Notice of completed responsible vendor and eight-hour related duty training;
- Results of initial background investigation, including CORI reports; and
- Documentation of all security related events (including violations) and the results of any investigations and description of remedial actions, restrictions, or additional training required as a result of an incident.

Personnel records will be kept in a secure location to maintain confidentiality and be only accessible to the agent's manager or members of the executive management team.

#### Staffing Plan and Business Hours

#### Hiring and Recruitment

PHy's General Manager will engage the executive management team and management staff on a regular basis to determine if vacancies are anticipated or whether specific positions need to be created in response to company needs. PHy's hiring practices will include but are not limited to the following and apply to all types of working situations including hiring, firing, promotions, harassment, training, wages and benefits:

- Equal Employment Opportunity Commission (EEOC) Compliance;
- PHy's Diversity Plan and Community Initiatives;
- PHy's Plan to Positively Impact Areas of Disproportionate Impact;
- Background Checks and References;
- Mandatory reporting of criminal convictions (and termination if necessary);
- State and Federal Family Leave Act;
- Workplace Safety Laws;
- Workers' Compensation
- State and Federal Minimum Wage Requirements; and
- Non-Disclosure and Non-Complete Agreements

### Standards of Conduct

PHy is committed to maintaining an environment conducive to the health and wellbeing of its employees. It is PHy's mission to provide a professional workplace free from harassment and discrimination for employees. PHy will not tolerate harassment or discrimination on the basis of sex, race, color, national origin, age, religion, disability, sexual orientation, gender identity, gender expression, or any other trait or characteristic protected by any applicable federal, state, or local law or ordinance. Harassment or discrimination on the basis of any protected trait or characteristic is contrary to PHy's values and is a violation of the Company Code of Conduct. Harassment is a form of discrimination. There is a broad range of behavior that could constitute harassment. In general, harassment is any verbal or physical conduct that:

- Has the purpose or effect of creating an intimidating, hostile, or offensive working environment;
- Has the purpose or effect of unreasonably interfering with an individual's work performance; or
- Adversely affects an individual's employment opportunities.

Employees are expected to maintain the highest degree of professional behavior. All harassment or discrimination by employees is strictly prohibited. Further, harassing or discriminatory behavior of non-employees directed at PHy employees or vendors also is condemned and will be promptly addressed.

### Violence and Weapons in the Workplace

Any and all acts of violence in the workplace will result in immediate dismissal of the employee or parties involved. Law enforcement will be contacted immediately in the case of a violent event. Weapons are not permitted on site by employees or other parties. Employees found carrying weapons in PHy facilities will be immediately terminated. Other parties found carrying weapons on the premises will be asked to leave and/or the police will be notified accordingly.

### At-Will Employment

In the state of Massachusetts, employment is assumed to be at-will unless otherwise stated. At-will employment implies that employer and employee alike may terminate the work relationship at any given moment and for any legitimate purpose. Wrongful termination may be more difficult to prove in an at-will arrangement because of the freedom that each party has to end the employment. However, there are still many instances wherein a termination or discharge can be called wrongful, even in an at-will employment.

### Workplace Attire

The required attire for registered agents at PHy varies based upon required duties. New hire training and the onboarding process will go over the workplace attire specific to each role and the department manager will be responsible for ensuring compliance with all requirements is met.

### Business Hours for Marijuana Cultivator facility

Monday: 7am - 7pm  
Tuesday: 7am - 7pm  
Wednesday: 7am - 7pm  
Thursday: 7am - 7pm  
Friday: 7am - 7pm  
Saturday: 7am - 7pm  
Sunday: 7am - 7pm

### Overview of Personnel Policies and Procedures

#### Standard Employment Practices

PHy values the contributions of its management and staff positions. PHy will strive to be the industry leader in workplace satisfaction by offering highly competitive wage and benefits packages and developing a culture that values a proper work-life balance, boasts a transparent and accessible executive management team, and fosters a work ethic that focuses on the mission of the company and spirit of the adult-use marijuana program in Massachusetts.

#### Advancement

The organization will be structured in a relatively flat manner, with promotional opportunities within each department. Participation in training and bi-annual performance evaluations will be critical for any promotions or pay increases.

#### Written Policies

PHy's written policies will address, inter alia, the Family and Medical Leave Act (FMLA), the Consolidated Omnibus Budget Reconciliation Act (COBRA), equal employment opportunity, discrimination, harassment, the Employee Retirement Income Security Act (ERISA), disabilities, workers' compensation, maintenance of personnel files, privacy, email policy, 935 CMR 500.000 et. seq., holidays, hours, sick time, personal time, overtime, performance reviews, disciplinary procedures, working hours, pay rates, overtime, bonuses, veteran preferences, drug testing, personnel policies, military leaves of absence, bereavement leave, jury duty, CORI checks, smoking, HIPAA, patient confidentiality, and compliance hotline.

### Investigations

PHy will set forth policies and procedures to investigate any complaints or concerns identified or raised internally or externally in order to stay in compliance with 935 CMR 500.000 et. seq.

### Designated Outside Counsel

PHy may retain counsel specializing in employment law to assist the General Manager with any issues and questions.

### Job Status

#### Job Classifications

Positions at PHy are categorized by rank and by department. The executive management team oversees the overall success of mission of the company; the CEO is responsible for implementation of the mission and the executive management team as a whole is responsible for ensuring that all departments are properly executing their functions and responsibilities. Job classification is comprised of three rank tiers: Executive Management, Management, and Non-Management Employee.

### Work Schedules

Work schedules will be either part-time, full-time, or salaried, depending of the specific position. Schedules will be set according to the needs of each department as determined by the department manager and the executive manager they report to. It is the department manager's responsibility to develop and implement a work schedule that provides necessary duty and personnel coverage but does not exceed what is required for full implementation of operations. It is also the department manager's responsibility to ensure that adequate coverage occurs on a daily basis and does not lead to unnecessary utilization of overtime coverage.

### Mandatory Meetings and Community Service Days

There will be a mandatory reoccurring company-wide meeting on a monthly basis. All required personnel will be notified of their required attendance. Certain personnel, such as housekeeping staff, may not be required to attend. Each department will have a mandatory weekly meeting scheduled by the department manager. The department managers will provide agendas for all meeting and will report to their executive manager.

### Breaks

Daily breaks, including lunch breaks, will comply with the laws of the Commonwealth.

### Performance Reviews

Performance reviews will be conducted by executive or department managers. Reviews will be conducted at three-month intervals for new employees during the first year and at 6-month intervals thereafter. A written synopsis must be provided to, and signed by, the employee under review. Reviews must be retained in each employee's employment file. Performance reviews must take into account positive performance factors and areas requiring improvement. Scoring systems may be utilized to help reflect the employee's overall performance.



### Leave Policies

PHy leave policies will comport with all state and federal statutes. All full-time employees will receive two 40-hour weeks of paid vacation per annum. Additional leave must be requested at least 2 weeks in advance and approved by the employee's department manager. PHy will determine which holidays will be observed and which departments will not be required to work. PHy will offer paid maternity leave. Additional leave will not be paid and must be approved by the department manager.

PHy anticipates observing the following holidays:

- New Year's Day;
- Martin Luther King Day;
- Presidents' Day;
- Memorial Day;
- Independence Day;
- Labor Day;
- Thanksgiving; and
- Christmas Day.

### Disciplinary Policies

#### *Purpose*

PHy's discipline policy and procedure is designed to provide a structured corrective action process to improve and prevent a recurrence of undesirable behavior and/or performance issues. The steps outlined below of PHy's discipline policy and procedure have been designed consistent with PHy's organizational values, best practices, and employment laws.

PHy reserves the right to combine or skip steps depending upon facts of each situation and the nature of the offense. The level of disciplinary intervention may also vary. Some of the factors that will be considered depend upon whether the offense is repeated despite coaching, counseling, and/or training; the employee's work record; and the impact the conduct and performance issues have on PHy's organization.

#### *Procedure*

##### Step 1: Counseling and Verbal Warning

Step 1 creates an opportunity for the immediate supervisor to schedule a meeting with an employee to bring attention to the existing performance, conduct, or attendance issue. The supervisor should discuss with the employee the nature of the problem or violation of company policies and procedures. The supervisor is expected to clearly outline expectations and steps the employee must take to improve performance or resolve the problem.

Within five business days, the supervisor will prepare written documentation of a Step 1 meeting. The employee will be asked to sign the written documentation. The employee's signature is needed to demonstrate the employee's understanding of the issues and the corrective action needed.

### Step 2: Written Warning

While it is hoped that the performance, conduct, or attendance issues that were identified in Step 1 have been corrected, PHy recognizes that this may not always be the case. A written warning involves a more formal documentation of the performance, conduct, or attendance issues and consequences.

During Step 2, the immediate supervisor and a department manager or director will meet with the employee and review any additional incidents or information about the performance, conduct, or attendance issues as well as any prior relevant corrective action plans. Management will outline the consequences for the employee of his or her continued failure to meet performance and/or conduct expectations. A formal performance improvement plan (PIP) requiring the employee's immediate and sustained corrective action will be issued within five business days of a Step 2 meeting. A warning outlining that the employee may be subject to additional discipline up to and including termination if immediate and sustained corrective action is not taken may also be included in the written warning.

### Step 3: Suspension and Final Written Warning

There may be performance, conduct, or safety incidents so problematic and harmful that the most effective action may be the temporary removal of the employee from the workplace. When immediate action is necessary to ensure the safety of the employee or others, the immediate supervisor may suspend the employee pending the results of an investigation.

Suspensions that are recommended as part of the normal progression of this progressive discipline policy and procedure are subject to approval from a next-level manager and the Human Resources Manager.

Depending upon the seriousness of the infraction, the employee may be suspended without pay in full-day increments consistent with federal, state and local wage-and-hour employment laws. Non Exempt/hourly employees may not substitute or use an accrued paid vacation or sick day in lieu of the unpaid suspension. Due to Fair Labor Standards Act (FLSA) compliance issues, unpaid suspension of salaried/exempt employees is reserved for serious workplace safety or conduct issues. The Human Resources Manager will provide guidance so that the discipline is administered without jeopardizing the FLSA exemption status.

Pay may be restored to the employee if an investigation of the incident or infraction absolves the employee.

### Step 4: Recommendation for Termination of Employment

The last and most serious step in the progressive discipline procedure is a recommendation to terminate employment. Generally, PHy will try to exercise the progressive nature of this policy by first providing warnings, a final written warning, and/or suspension from the workplace before proceeding to a recommendation to terminate employment. However, PHy reserves the right to combine and skip steps

depending upon the circumstances of each situation and the nature of the offense. Furthermore, employees may be terminated without prior notice or disciplinary action.

Management's recommendation to terminate employment must be approved by the General Manager and department manager or designee. Final approval may be required from the CEO or designee.

Nothing in this policy provides any contractual rights regarding employee discipline or counseling nor should anything in this policy be read or construed as modifying or altering the employment-at-will relationship between PHy and its employees.

### *Appeal Process*

Employees will have the opportunity to present information that may challenge information management has used to issue disciplinary action. The purpose of this process is to provide insight into extenuating circumstances that may have contributed to the employee performance and/or conduct issues while allowing for an equitable solution.

If the employee does not present this information during any of the step meetings, he or she will have five business days after that meeting to present information.

### *Performance and Conduct Issues Not Subject to Progressive Discipline*

Behavior that is illegal is not subject to progressive discipline and may be reported to local law enforcement. Theft, intoxication at work, fighting and other acts of violence are also not subject to progressive discipline and may be grounds for immediate termination.

### *Documentation*

The employee will be provided copies of all progressive discipline documentation, including all performance improvement plans. The employee will be asked to sign copies of this documentation attesting to their receipt and understanding of the corrective action outlined in these documents. Copies of these documents will be placed in the employee's official personnel file.

### *Separation of Employment*

Separation of employment within an organization can occur for several different reasons. Employment may end as a result of resignation, retirement, release (end of season or assignment), reduction in workforce, or termination. When an employee separates from PHy, his or her supervisor must contact the General Manager to schedule an exit interview, typically to take place on employee's last workday.

### *Types of Separation*

#### *1. Resignation*

Resignation is a voluntary act initiated by the employee to end employment with PHy. The employee must provide a minimum of two (2) weeks' notice prior to resignation. If an employee does not provide advance notice or fails to actually work the remaining two

weeks, the employee will be ineligible for rehire and will not receive accrued benefits. The resignation date must not fall on the day after a holiday.

2. Retirement

An employee who wishes to retire is required to notify his or her department director and the Human Resources Manager in writing at least one (1) month before planned retirement date. It is the practice of PHY to give special recognition to employees at the time of their retirement.

3. Job Abandonment

An employee who fails to report to work or contact his or her supervisor for two (2) consecutive workdays will be considered to have abandoned the job without notice effective at the end of the employee's normal shift on the second day. The department manager will notify the General Manager at the expiration of the second workday and initiate the paperwork to terminate the employee. Employees who are separated due to job abandonment are ineligible to receive accrued benefits and are ineligible for rehire.

4. Termination

Employees of PHY are employed on an at-will basis, and the company retains the right to terminate an employee at any time.

5. Reduction in Workforce

An employee may be laid off due to changes in duties, organizational changes, lack of funds, or lack of work. Employees who are laid off may not appeal the layoff decision through the appeal process.

6. Release

Release is the end of temporary or seasonal employment. The General Manager, in consultation with the department manager, will inform the temporary or seasonal worker of their release according to the terms of the individual's temporary employment.

*Exit Interview*

The separating employee will contact the General Manager as soon as notice is given to schedule an exit interview. The interview will be on the employee's last day of work or other day, as mutually agreed upon.

*Return of Property*

The separating employee must return all company property at the time of separation, including but not limited to uniforms, cell phones, keys, computers, and identification cards. Failure to return some items may result in deductions from final paycheck. An employee will be required to sign the Wage Deduction Authorization Agreement to deduct the costs of such items from the final paycheck.

*Termination of Benefits*

An employee separating from PHY is eligible to receive benefits as long as the appropriate procedures are followed as stated above. Two weeks' notice must be given, and the employee

must work the full two work weeks. Accrued vacation leave will be paid in the last paycheck. Accrued sick leave will be paid in the last paycheck.

### *Health Insurance*

Health insurance terminates on the last day of the month of employment, unless employee requests immediate termination of benefits. Information about the Consolidated Omnibus Budget Reconciliation Act (COBRA) continued health coverage will be provided. Employees will be required to pay their share of the dependent health and dental premiums through the end of the month.

### *Rehire*

Former employees who left in good standing and were classified as eligible for rehire may be considered for reemployment. An application must be submitted to the General Manager, and the applicant must meet all minimum qualifications and requirements of the position, including any qualifying exam, when required.

Department managers must obtain approval from the General Manager or designee prior to rehiring a former employee. Rehired employees begin benefits just as any other new employee. Previous tenure will not be considered in calculating longevity, leave accruals, or any other benefits.

An applicant or employee who is terminated for violating policy or who resigned in lieu of termination from employment due to a policy violation will be ineligible for rehire.

### Compensation

As an employer, PHy believes that it is in the best interest of both the organization and PHy's employees to fairly compensate its workforce for the value of the work provided. It is PHy's intention to use a compensation system that will determine the current market value of a position based on the skills, knowledge, and behaviors required of a fully-competent incumbent. The system used for determining compensation will be objective and non-discriminatory in theory, application and practice. The company has determined that this can best be accomplished by using a professional compensation consultant, as needed, and a system recommended and approved by the executive management team.

### *Selection Criteria*

1. The compensation system will price positions to market by using local, national, and industry specific survey data.
2. The market data will primarily include marijuana-related businesses and will include survey data for more specialized positions and will address significant market differences due to geographical location.
3. The system will evaluate external equity, which is the relative marketplace job worth of every marijuana industry job directly comparable to similar jobs at PHy, factored for general economic variances, and adjusted to reflect the local economic marketplace.
4. The system will evaluate internal equity, which is the relative worth of each job in the organization when comparing the required level of job competencies, formal training and

experience, responsibility and accountability of one job to another, and arranging all jobs in a formal job-grading structure.

5. Professional support and consultation will be available to evaluate the compensation system and provide ongoing assistance in the administration of the program.
6. The compensation system must be flexible enough to ensure that the company is able to recruit and retain a highly-qualified workforce, while providing the structure necessary to effectively manage the overall compensation program.

### *Responsibilities*

The executive management team will give final approval for the compensation system that will be used by PHy.

1. On an annual basis the executive management team will review and approve, as appropriate, recommended changes to position-range movement as determined through the vendor's market analysis process.
2. As part of the annual budgeting process, the executive management team will review and approve, as appropriate, funds to be allocated for total compensation, which would include base salaries, bonus, variable based or incentive-based pay, and all other related expenses, including benefit plans.

### *Management Responsibility*

1. The CEO is charged with ensuring that PHy is staffed with highly-qualified, fully-competent employees and that all programs are administered within appropriate guidelines and within the approved budget.
2. The salary budget will include a gross figure for the following budget adjustments, but the individual determinations for each employee's salary adjustment will be the exclusive domain of the CEO: determining the appropriate head count, titles, position levels, merit and promotional increases and compensation consisting of salary, incentive, bonus, and other discretionary pay for all positions.
3. The CEO will ensure that salary ranges are updated at least annually, that all individual jobs are market priced at least once every two years, and that pay equity adjustments are administered in a fair and equitable manner.

### Agent Background Checks

- In addition to completing the Commission's agent registration process, all agents hired to work for PHy will undergo a detailed background investigation prior to being granted access to a PHy facility or beginning work duties.
- Background checks will be conducted on all agents in their capacity as employees or volunteers for PHy pursuant to 935 CMR 500.100 and will be used by the Director of Security, who will be registered with the Department of Criminal Justice Information Systems pursuant to 803 CMR 2.04: iCORI Registration and the Commission for purposes of determining the suitability of individuals for registration as a marijuana establishment agent with the licensee.
- For purposes of determining suitability based on background checks performed in accordance with 935 CMR 500.101(1), PHy will consider:
  - a. All conditions, offenses, and violations are construed to include Massachusetts law or like or similar law(s) of another state, the United States or foreign

- jurisdiction, a military, territorial or Native American tribal authority, or any other jurisdiction.
- b. All criminal disqualifying conditions, offenses, and violations include the crimes of attempt, accessory, conspiracy, and solicitation. Juvenile dispositions will not be considered as a factor for determining suitability.
  - c. Where applicable, all look back periods for criminal conditions, offenses, and violations included in 935 CMR 500.802 commence upon the date of disposition; provided, however, that if disposition results in incarceration in any institution, the look back period will commence upon release from incarceration.
- Suitability determinations will be made in accordance with the procedures set forth in 935 CMR 500.800. In addition to the requirements established in 935 CMR 500.800, PHy will:
    - a. Comply with all guidance provided by the Commission and 935 CMR 500.802: Tables B through D to determine if the results of the background are grounds for Mandatory Disqualification or Presumptive Negative Suitability Determination.
    - b. Consider whether offense(s) or information that would result in a Presumptive Negative Suitability Determination under 935 CMR 500.802. In the event a Presumptive Negative Suitability Determination is made, PHy will consider the following factors:
      - i. Time since the offense or incident;
      - ii. Age of the subject at the time of the offense or incident;
      - iii. Nature and specific circumstances of the offense or incident;
      - iv. Sentence imposed and length, if any, of incarceration, if criminal;
      - v. Penalty or discipline imposed, including damages awarded, if civil or administrative;
      - vi. Relationship of offense or incident to nature of work to be performed;
      - vii. Number of offenses or incidents;
      - viii. Whether offenses or incidents were committed in association with dependence on drugs or alcohol from which the subject has since recovered;
      - ix. If criminal, any relevant evidence of rehabilitation or lack thereof, such as information about compliance with conditions of parole or probation, including orders of no contact with victims and witnesses, and the subject's conduct and experience since the time of the offense including, but not limited to, professional or educational certifications obtained; and
      - x. Any other relevant information, including information submitted by the subject.
    - c. Consider appeals of determinations of unsuitability based on claims of erroneous information received as part of the background check during the application process in accordance with 803 CMR 2.17: Requirement to Maintain a Secondary Dissemination Log and 2.18: Adverse Employment Decision Based on CORI or Other Types of Criminal History Information Received from a Source Other than the DCJIS.

- Upon adverse determination, PHy will provide the applicant a copy of their background screening report and a pre-adverse determination letter providing the applicant with a copy of their right to dispute the contents of the report, who to contact to do so and the opportunity to provide a supplemental statement.
  - After 10 business days, if the applicant is not disputing the contents of the report and any provided statement does not alter the suitability determination, an adverse action letter will be issued providing the applicant information on the final determination made by PHy along with any legal notices required.
- All suitability determinations will be documented in compliance with all requirements set forth in 935 CMR 500 et seq. and guidance provided by the Commission.
- Background screening will be conducted by an investigative firm holding the National Association of Professional Background Screeners (NAPBS®) Background Screening Credentialing Council (BSCC) accreditation and capable of performing the searches required by the regulations and guidance provided by the Commission.
- References provided by the agent will be verified at the time of hire.
- As deemed necessary, individuals in key positions with unique and sensitive access (e.g. members of the executive management team) will undergo additional screening, which may include interviews with prior employers or colleagues.
- As a condition of their continued employment, agents, volunteers, contractors, and subcontractors are required to renew their Program ID cards annually and submit to other background screening as may be required by PHy or the Commission.



## **QUALIFICATIONS AND TRAINING**

PHy will ensure that all employees hired to work at a PHy facility will be qualified to work as a marijuana establishment agent and properly trained to serve in their respective roles in a compliant manner.

### **Qualifications**

In accordance with 935 CMR 500.030, a candidate for employment as a marijuana establishment agent must be 21 years of age or older. In addition, the candidate cannot have been convicted of a criminal offense in the Commonwealth involving the distribution of controlled substances to minors, or a like violation of the laws of another state, the United States, or foreign jurisdiction, or a military, territorial, or Native American tribal authority.

PHy will also ensure that its employees are suitable for registration consistent with the provisions of 935 CMR 500.802. In the event that PHy discovers any of its agents are not suitable for registration as a marijuana establishment agent, the agent's employment will be terminated, and PHy will notify the Commission within one (1) business day that the agent is no longer associated with the establishment.

### **Training**

As required by 935 CMR 500.105(2), and prior to performing job functions, each of PHy's agents will successfully complete a comprehensive training program that is tailored to the roles and responsibilities of the agent's job function. Agent training will at least include the Responsible Vendor Program and eight (8) hours of on-going training annually.

On or after July 1, 2019, all of PHy's current owners, managers, and employees will have attended and successfully completed a Responsible Vendor Program operated by an education provider accredited by the Commission to provide the annual minimum of two hours of responsible vendor training to marijuana establishment agents. PHy's new, non-administrative employees will complete the Responsible Vendor Program within 90 days of the date they are hired. PHy's owners, managers, and employees will then successfully complete the program once every year thereafter. PHy will also encourage administrative employees who do not handle or sell marijuana to take the responsible vendor program on a voluntary basis to help ensure compliance. PHy's records of responsible vendor training program compliance will be maintained for at least four (4) years and made available during normal business hours for inspection by the Commission and any other state licensing authority upon request.

As part of the Responsible Vendor program, PHy's agents will receive training on a variety of topics relevant to marijuana establishment operations, including but not limited to the following:

1. Marijuana's effect on the human body, including physical effects based on different types of marijuana products and methods of administration, and recognizing the visible signs of impairment;
2. Best practices for diversion prevention and prevention of sales to minors;
3. Compliance with tracking requirements;
4. Acceptable forms of identification, including verification of valid photo identification and medical marijuana registration and confiscation of fraudulent identifications;
5. Such other areas of training determined by the Commission to be included; and
6. Other significant state laws and rules affecting operators, such as:
  - Local and state licensing and enforcement;
  - Incident and notification requirements;
  - Administrative and criminal liability and license sanctions and court sanctions;
  - Waste disposal and health and safety standards;
  - Patrons prohibited from bringing marijuana onto licensed premises;
  - Permitted hours of sale and conduct of establishment;
  - Permitting inspections by state and local licensing and enforcement authorities;
  - Licensee responsibilities for activities occurring within licensed premises;
  - Maintenance of records and privacy issues; and
  - Prohibited purchases and practices.

## **QUALITY CONTROL AND TESTING**

### **Quality Control**

Platinum Hydrolab, Inc. (“PHY”) will comply with the following sanitary requirements:

1. Any PHY agent whose job includes contact with marijuana or non edible marijuana products, including cultivation, production, or packaging, is subject to the requirements for food handlers specified in 105 CMR 300.000, and all edible marijuana products will be prepared, handled, and stored in compliance with the sanitation requirements in 105 CMR 500.000, and with the requirements for food handlers specified in 105 CMR 300.000.
2. Any PHY agent working in direct contact with preparation of marijuana or non edible marijuana products will conform to sanitary practices while on duty, including:
  - a. Maintaining adequate personal cleanliness; and
  - b. Washing hands thoroughly in an adequate hand-washing area before starting work, and at any other time when hands may have become soiled or contaminated.
3. PHY’s hand-washing facilities will be adequate and convenient and will be furnished with running water at a suitable temperature. Hand-washing facilities will be located in PHY’s production areas and where good sanitary practices require employees to wash and sanitize their hands, and will provide effective hand-cleaning and sanitizing preparations and sanitary towel service or suitable drying devices;
4. PHY’s facility will have sufficient space for placement of equipment and storage of materials as is necessary for the maintenance of sanitary operations;
5. PHY will ensure that litter and waste is properly removed and disposed of so as to minimize the development of odor and minimize the potential for the waste attracting and harboring pests. The operating systems for waste disposal will be maintained in an adequate manner pursuant to 935 CMR 500.105(12);
6. PHY’s floors, walls, and ceilings will be constructed in such a manner that they may be adequately kept clean and in good repair;
7. PHY’s facility will have adequate safety lighting in all processing and storage areas, as well as areas where equipment or utensils are cleaned;
8. PHY’s buildings, fixtures, and other physical facilities will be maintained in a sanitary condition;
9. PHY will ensure that all contact surfaces, including utensils and equipment, will be maintained in a clean and sanitary condition. Such surfaces will be cleaned and sanitized as frequently as necessary to protect against contamination, using a sanitizing agent registered by the US Environmental Protection Agency (EPA), in accordance with labeled instructions. Equipment and utensils will be so designed and of such material and workmanship as to be adequately cleanable;

10. All toxic items will be identified, held, and stored in a manner that protects against contamination of marijuana products;
11. PHy will ensure that its water supply is sufficient for necessary operations, and that such water supply is safe and potable;
12. PHy's plumbing will be of adequate size and design, and adequately installed and maintained to carry sufficient quantities of water to required locations throughout the marijuana establishment. Plumbing will properly convey sewage and liquid disposable waste from the marijuana establishment. There will be no cross-connections between the potable and wastewater lines;
13. PHy will provide its employees with adequate, readily accessible toilet facilities that are maintained in a sanitary condition and in good repair;
14. PHy will hold all products that can support the rapid growth of undesirable microorganisms in a manner that prevents the growth of these microorganisms; and
15. PHy will store and transport finished products under conditions that will protect them against physical, chemical, and microbial contamination, as well as against deterioration of finished products or their containers.

PHy's vehicles and transportation equipment used in the transportation of marijuana products or edibles requiring temperature control for safety will be designed, maintained, and equipped as necessary to provide adequate temperature control to prevent the marijuana products or edibles from becoming unsafe during transportation, consistent with applicable requirements pursuant to 21 CFR 1.908(c).

PHy will ensure that PHy's facility is always maintained in a sanitary fashion and will comply with all applicable sanitary requirements.

PHy will follow established policies and procedures for handling voluntary and mandatory recalls of marijuana products. Such procedures are sufficient to deal with recalls due to any action initiated at the request or order of the Commission, and any voluntary action by PHy to remove defective or potentially defective marijuana products from the market, as well as any action undertaken to promote public health and safety.

Any inventory that becomes outdated, spoiled, damaged, deteriorated, mislabeled, or contaminated will be disposed of in accordance with the provisions of 935 CMR 500.105(12), and any such waste will be stored, secured, and managed in accordance with applicable state and local statutes, ordinances, and regulations.

### Testing

PHy will not sell or otherwise market marijuana or marijuana products that are not capable of being tested by Independent Testing Laboratories, except as allowed under 935 CMR 500.000.

No marijuana product will be sold or otherwise marketed for adult use that has not first been tested by an Independent Testing Laboratory and deemed to comply with the standards required under 935 CMR 500.160. Testing of PHy's marijuana products will be performed by an Independent Testing Laboratory in compliance with the Protocol for Sampling and Analysis of Finished Medical Marijuana Products and Marijuana-infused Products, as amended in November 2016, published by the DPH. Testing of PHy's environmental media will be performed in compliance with the Protocol for Sampling and Analysis of Environmental Media for Massachusetts Registered Medical Marijuana Dispensaries published by the DPH.

PHy's policy of responding to laboratory results that indicate contaminant levels are above acceptable limits established in the DPH protocols identified in 935 CMR 500.160(1) include notifying the Commission within 72 hours of any laboratory testing results indicating that the contamination cannot be remediated and disposing of the production batch. Such notification will describe a proposed plan of action for both the destruction of the contaminated product and the assessment of the source of contamination.

PHy will maintain testing results in compliance with 935 CMR 500.000 *et seq* and the record keeping policies described herein, and will maintain the results of all testing for no less than one year.

All transportation of marijuana to and from Independent Testing Laboratories providing marijuana testing services will comply with 935 CMR 500.105(13). All storage of PHy's marijuana at a laboratory providing marijuana testing services will comply with 935 CMR 500.105(11). All excess marijuana will be disposed in compliance with 935 CMR 500.105(12), either by the Independent Testing Laboratory returning excess marijuana to PHy for disposal or by the Independent Testing Laboratory disposing of it directly.

## **RECORDKEEPING PROCEDURES**

### **General Overview**

Platinum Hydrolab, Inc. (“PHY”) has established policies regarding recordkeeping and record-retention in order to ensure the maintenance, safe keeping, and accessibility of critical documents. Electronic and wet signatures are accepted forms of execution of PHY documents. Records will be stored at PHY in a locked room designated for record retention. All written records will be available for inspection by the Commission upon request.

### **Recordkeeping**

To ensure that PHY is keeping and retaining all records as noted in this policy, reviewing Corporate Records, Business Records, and Personnel Records to ensure completeness, accuracy, and timeliness of such documents will occur as part of PHY’s quarter-end closing procedures. In addition, PHY’s operating procedures will be updated on an ongoing basis as needed and undergo a review by the executive management team on an annual basis.

- **Corporate Records**: are defined as those records that require, at a minimum, annual reviews, updates, and renewals, including:
  - Insurance Coverage:
    - Directors & Officers Policy
    - Product Liability Policy
    - General Liability Policy
    - Umbrella Policy
    - Workers Compensation Policy
    - Employer Professional Liability Policy
  - Third-Party Laboratory Contracts
  - Commission Requirements:
    - Annual Agent Registration
    - Annual Marijuana Establishment Registration
  - Local Compliance:
    - Certificate of Occupancy
    - Special Permits
    - Variances
    - Site Plan Approvals
    - As-Built Drawings
  - Corporate Governance:
    - Annual Report
    - Secretary of State Filings
- **Business Records**: Records that require ongoing maintenance and updates. These records can be electronic or hard copy (preferably electronic) and at minimum include:
  - Assets and liabilities;

- Monetary transactions;
- Books of accounts, which will include journals, ledgers, and supporting documents, agreements, checks, invoices, and vouchers;
- Sales records including the quantity, form, and cost of marijuana products;
- Salary and wages paid to each agent, and any executive compensation, bonus, benefit, or item of value paid to any individual affiliated with PHy, including members, if any.
- Personnel Records: At a minimum will include:
  - Job descriptions for each agent and volunteer position, as well as organizational charts consistent with the job descriptions;
  - A personnel record for each marijuana establishment agent. Such records will be maintained for at least twelve (12) months after termination of the agent's affiliation with PHy and will include, at a minimum, the following:
    - All materials submitted to the Commission pursuant to 935 CMR 500.030(2);
    - Documentation of verification of references;
    - The job description or employment contract that includes duties, authority, responsibilities, qualifications, and supervision;
    - Documentation of all required training, including training regarding privacy and confidentiality requirements, and the signed statement of the individual indicating the date, time, and place he or she received said training and the topics discussed, including the name and title of presenters;
    - Documentation of periodic performance evaluations; and
    - A record of any disciplinary action taken.
    - Notice of completed responsible vendor and eight-hour related duty training.
  - A staffing plan that will demonstrate accessible business hours and safe cultivation conditions;
  - Personnel policies and procedures; and
  - All background check reports obtained in accordance with 935 CMR 500.030.
- Handling and Testing of Marijuana Records
  - PHy will maintain the results of all testing for a minimum of one (1) year.
- Inventory Records
  - The record of each inventory will include, at a minimum, the date of the inventory, a summary of the inventory findings, and the names, signatures, and titles of the agents who conducted the inventory.
- Seed-to-Sale Tracking Records
  - PHy will use BioTrackTHC to maintain real-time inventory. BioTrackTHC inventory reporting meets the requirements specified by the Commission and 935

CMR 500.105(8)(c) and (d), including, at a minimum, an inventory of marijuana plants; marijuana plant-seeds and clones in any phase of development such as propagation, vegetation, flowering; marijuana ready for dispensing; all marijuana products; and all damaged, defective, expired, or contaminated marijuana and marijuana products awaiting disposal.

- Inventory records will include, at a minimum, the date of the inventory, a summary of the inventory findings, and the names, signatures, and titles of the individuals who conducted the inventory.
- Incident Reporting Records
  - Within ten (10) calendar days, PHy will provide written notice to the Commission of any incident described in 935 CMR 500.110(7)(a), by submitting an incident report, detailing the incident, the investigation, the findings, resolution (if any), confirmation that the Police Department and Commission were notified within twenty-four (24) hours of discovering the breach, and any other relevant information. Reports and supporting documents, including photos and surveillance video related to a reportable incident, will be maintained by PHy for no less than one year or the duration of an open investigation, whichever is longer, and made available to the Commission and law enforcement authorities upon request.
- Visitor Records
  - A visitor sign-in and sign-out record will be maintained at the security office. The record will include the visitor's name, address, organization or firm, date, time in and out, and the name of the authorized agent who will be escorting the visitor.
- Waste Disposal Records
  - When marijuana or marijuana products are disposed of, PHy will create and maintain a written record of the date, the type and quantity disposed of or handled, the manner of disposal or other handling, the location of disposal or other handling, and the names of the two PHy agents present during the disposal or handling, with their signatures. PHy will keep disposal records for at least three (3) years. This period will automatically be extended for the duration of any enforcement action and may be extended by an order of the Commission.
- Security Records
  - A current list of authorized agents and service personnel that have access to the surveillance room will be available to the Commission upon request.
  - Twenty-four (24) hour recordings from all video cameras that are available for immediate viewing by the Commission upon request and that are retained for at least ninety (90) calendar days.
- Transportation Records
  - PHy will retain all shipping manifests for a minimum of one (1) year and make them available to the Commission upon request.



- Agent Training Records
  - Documentation of all required training, including training regarding privacy and confidentiality requirements, and a signed statement of the individual indicating the date, time, and place he or she received the training, the topics discussed and the name and title of the presenter(s).
- Closure
  - In the event PHy closes, all records will be kept for at least two (2) years at PHy's expense in a form (electronic, hard copies, etc.) and location acceptable to the Commission. In addition, PHy will communicate with the Commission during the closure process and accommodate any additional requests the Commission or other agencies may have.
- Written Operating Policies and Procedures: Policies and Procedures related to PHy's operations will be updated on an ongoing basis as needed and undergo a review by the executive management team on an annual basis. Policies and Procedures will include the following:
  - Security measures in compliance with 935 CMR 500.110;
  - Agent security policies, including personal safety and crime prevention techniques;
  - A description of PHy's hours of operation and after-hours contact information, which will be provided to the Commission, made available to law enforcement officials upon request, and updated pursuant to 935 CMR 500.000.
  - Storage of marijuana in compliance with 935 CMR 500.105(11);
  - Description of the various strains of marijuana to be cultivated, processed or sold, as applicable, and the form(s) in which marijuana will be dispensed;
  - Procedures to ensure accurate recordkeeping, including inventory protocols in compliance with 935 CMR 500.160;
  - Plans for quality control, including product testing for contaminants in compliance with 935 CMR 500.160;
  - A staffing plan and staffing records in compliance with 935 CMR 500.105(9);
  - Emergency procedures, including a disaster plan with procedures to be followed in case of fire or other emergencies;
  - Alcohol, smoke, and drug-free workplace policies;
  - A plan describing how confidential information will be maintained;
  - Policy for the immediate dismissal of any dispensary agent who has:
    - Diverted marijuana, which will be reported the Police Department and to the Commission;
    - Engaged in unsafe practices with regard to PHy operations, which will be reported to the Commission; or
    - Been convicted or entered a guilty plea, plea of *nolo contendere*, or admission to sufficient facts of a felony drug offense involving

distribution to a minor in the Commonwealth, or a like violation of the laws of another state, the United States or a foreign jurisdiction, or a military, territorial, or Native American tribal authority.

- A list of all executives of PHy, and members, if any, of the licensee must be made available upon request by any individual. 935 CMR 500.105(1)(m) requirement may be fulfilled by placing this information on PHy's website.
- Policies and procedures for the handling of cash on PHy premises including but not limited to storage, collection frequency and transport to financial institution(s).
- Policies and procedures to prevent the diversion of marijuana to individuals younger than 21 years old.
- Policies and procedures for energy efficiency and conservation that will include:
  - Identification of potential energy use reduction opportunities (including but not limited to natural lighting, heat recovery ventilation and energy efficiency measures), and a plan for implementation of such opportunities;
  - Consideration of opportunities for renewable energy generation, including, where applicable, submission of building plans showing where energy generators could be placed on site, and an explanation of why the identified opportunities were not pursued, if applicable;
  - Strategies to reduce electric demand (such as lighting schedules, active load management and energy storage); and
  - Engagement with energy efficiency programs offered pursuant to M.G.L. c. 25 § 21, or through municipal lighting plants.

#### Record-Retention

PHy will meet Commission recordkeeping requirements and retain a copy of all records for two (2) years, unless otherwise specified in the regulations.

## PLAN FOR RESTRICTING ACCESS TO AGE 21 AND OLDER

Platinum HydroLab, Inc.'s ("PHy") Cultivation and Product Manufacturing Facility in Medway will only be accessible to individuals twenty-one (21) years of age or older who are PHy's registered Marijuana Establishment agents or authorized visitors with a valid, government-issued photo identification. Prior to an individual entering the facility, PHy's security personnel will inspect the individual's Marijuana Establishment agent registration card or photo ID, verify the individual's identity, and confirm that the individual is at least twenty-one (21) years of age.

PHy's trained agents will be on-site during business hours to observe, report and prevent loitering, solicitation, diversion of marijuana and marijuana product, and access by individuals under the age of twenty-one (21). PHy will not hire as agents any individuals who are under the age of twenty-one (21) or who have been convicted of distribution of controlled substances to minors.

Pursuant to 935 CMR 500.105(4), PHy will not engage in any marketing, advertising or branding practices that are targeted to, deemed to appeal to or portray minors under the age of 21. PHy will not engage in any advertising, marketing and branding by means of television, radio, internet, mobile applications, social media, or other electronic communication, billboard or other outdoor advertising, including charitable, sporting or similar events, unless at least 85% of the audience is reasonably expected to be 21 years of age or older as determined by reliable and current audience composition data. PHy will not manufacture or sell any edible products that resemble a realistic or fictional human, animal or fruit, including artistic, caricature or cartoon renderings, pursuant to 935 CMR 500.150(1)(b). In accordance with 935 CMR 500.105(4)(a)(5), any marketing, advertising and branding materials for public viewing will include a warning stating, **"For use only by adults 21 years of age or older. Keep out of the reach of children. Marijuana can impair concentration, coordination and judgment. Do not operate a vehicle or machinery under the influence of marijuana."** Pursuant to 935 CMR 500.105(6)(b), PHy packaging for any marijuana or marijuana products will not use bright colors, resemble existing branded products, feature cartoons or celebrities commonly used to market products to minors, feature images of minors or other words that refer to products commonly associated with minors or otherwise be attractive to minors. PHy's website will require all online visitors to verify they are 21 years of age or older prior to accessing the website, in accordance with 935 CMR 500.105(4)(b)(13).

### **PLAN FOR SEPARATING RECREATIONAL FROM MEDICAL OPERATIONS**

Platinum HydroLab, Inc. (“PHy”) is not a Registered Marijuana Dispensary and does not intend to apply for licensure to conduct medical marijuana operations at the proposed facility. Should Platinum HydroLab, Inc. become licensed to operate a RMD at the proposed location, PHy will notify the Cannabis Control Commission (“Commission”) and provide an updated response to this narrative and develop plans to ensure virtual and physical separation between medical and adult use marijuana operations in accordance with 935 CMR 500.101(2)(e)(4).

## **PLAN TO POSITIVELY IMPACT AREAS OF DISPROPORTIONATE IMPACT**

### **Overview**

Platinum Hydrolab, Inc. (“PHy”) is dedicated to serving and supporting populations falling within areas of disproportionate impact, which the Commission has identified as the following:

1. Past or present residents of the geographic “areas of disproportionate impact,” which have been defined by the Commission and identified in its Guidance for Identifying Areas of Disproportionate Impact;
2. Commission-designated Economic Empowerment Priority applicants;
3. Commission-designated Social Equity Program participants;
4. Massachusetts residents who have past drug convictions; and
5. Massachusetts residents with parents or spouses who have drug convictions are classified as areas of disproportionate impact.

To support such populations, PHy has created the following Plan to Positively Impact Areas of Disproportionate Impact (the “Plan”) and has identified and created goals/programs to positively impact residents from Designated Lowell Census Tracts and Massachusetts residents who have past drug convictions (but who are otherwise eligible to be employed in the Massachusetts marijuana industry).

### **Goals**

In order for PHy to positively impact residents from Designated Lowell Census Tracts and Massachusetts residents who have past drug convictions, PHy has established the following goals:

1. Reducing barriers to entry in the commercial adult-use cannabis industry;
2. Providing mentoring, professional, and technical services for individuals and businesses facing systemic barriers; and
3. Providing business assets towards endeavors in Designated Lowell Census Tracts that will have a positive impact on the members of that community or the community as a whole.

### **Programs**

PHy has developed specific programs to effectuate its stated goals to positively impact residents from Designated Lowell Census Tracts and Massachusetts residents who have past drug convictions. Such programs will include the following:

1. Conducting quarterly, industry-specific educational seminars for residents of Designated Lowell Census Tracts:
  - a. Topics for the educational seminars will include marijuana cultivation, marijuana product manufacturing, and marijuana business training;

- b. Educational seminars will be able to accommodate between ten and twenty invitees from the Designated Lowell Census Tracts; and
  - c. Invitees who participate in the educational seminars will be required to complete an attestation that they are a past or present resident of the Designated Lowell Census Tracts.
2. Working directly with staffing agencies to identify qualified candidates for open job positions who are Massachusetts residents that have past drug convictions (but who are otherwise permitted to be employed in the Massachusetts marijuana industry) with the goal of maintaining a staff comprised of at least 25% of such individuals.
3. Requiring all staff to participate in a quarterly community clean-up days in Designated Lowell Census Tracts. Quarterly community clean-up days will range from two (2) hours to eight (8) hours of service per employee.

### Measurements

The General Manager will administer the Plan and will be responsible for developing measurable outcomes to ensure PHy continues to meet its commitments. Such measurable outcomes, in accordance with PHy's goals and programs described above, include:

- Documenting the quarterly educational seminars, including the individuals who participated and a description of the topics covered;
- Ensuring that at least 25% of staff are comprised of Massachusetts residents that have past drug convictions (but who are otherwise permitted to be employed in the Massachusetts marijuana industry) through a quarterly staffing analysis, as well as documentation of all such applicants received and identified through staffing agencies; and
- Documenting quarterly community clean-up days, including staff participation, a description of the efforts undertaken, and the Designated Lowell Census Tract that each day specifically impacted.

Beginning upon receipt of PHy's first Provisional License from the Commission to operate a marijuana establishment in the Commonwealth, PHy will utilize the proposed measurements to assess its Plan and will account for demonstrating proof of success or progress of the Plan upon the yearly renewal of the license.

In order to ensure that PHy is both meeting its community impact goals and ascertaining that the goals are having the desired impact, the company will take the following measurement and accountability steps:

- Management will meet at least twice annually to assess community impact hiring goals:
  - The assessment will also include a remediation plan to meet the goals if the company is not on track to meet them by the specified time period; or
  - If the company has met the goal early, determine if the goals need to be increased.

- PHy will survey employees twice annually to ensure that community impact goals are being met and identify potential issues or areas of concern.

#### Acknowledgements

- PHy will adhere to the requirements set forth in 935 CMR 500.105(4) which provides the permitted and prohibited advertising, branding, marketing, and sponsorship practices of every Marijuana Establishment.
- Any actions taken, or programs instituted, by PHy will not violate the Commission's regulations with respect to limitations on ownership or control or other applicable state laws.