



## Massachusetts Cannabis Control Commission

### Marijuana Retailer

#### General Information:

License Number: MR284552  
Original Issued Date: 04/13/2023  
Issued Date: 04/13/2023  
Expiration Date: 04/13/2024

### ABOUT THE MARIJUANA ESTABLISHMENT

Business Legal Name: Seven Leaf Sisters, Inc.

Phone Number: 978-594-6961  
Email Address: angela@sevenleafsisters.com

Business Address 1: 37 Gregory Street  
Business City: Marblehead Business State: MA Business Zip Code: 01945  
Business Address 2:  
Mailing Address 1: 385 Atlantic Avenue  
Mailing City: Marblehead Mailing State: MA Mailing Zip Code: 01945  
Mailing Address 2:

### CERTIFIED DISADVANTAGED BUSINESS ENTERPRISES (DBES)

Certified Disadvantaged Business Enterprises (DBEs): Woman-Owned Business

### 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: 100  
Percentage Of Control: 100  
Role: Owner / Partner  
Other Role:

First Name: Angela Last Name: Foster Suffix:

Gender: Female User Defined Gender:

What is this person's race or ethnicity?: White (German, Irish, English, Italian, Polish, French), Hispanic, Latino, or Spanish (Mexican or Mexican American, Puerto Rican, Cuban, Salvadoran, Dominican, Colombian)

Specify Race or Ethnicity:

#### ENTITIES WITH DIRECT OR INDIRECT AUTHORITY

No records found

#### CLOSE ASSOCIATES AND MEMBERS

No records found

#### CAPITAL RESOURCES - INDIVIDUALS

Individual Contributing Capital 1

First Name: Angela Last Name: Foster Suffix:

Types of Capital: Monetary/Equity Other Type of Capital: Total Value of the Capital Provided: \$10000 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

Individual 1

First Name: Angela Last Name: Foster Suffix:

Marijuana Establishment Name: Seven Leaf Sisters, Inc. Business Type: Marijuana Product Manufacture

Marijuana Establishment City: Marblehead Marijuana Establishment State: MA

#### MARIJUANA ESTABLISHMENT PROPERTY DETAILS

Establishment Address 1: 385 Atlantic Avenue

Establishment Address 2:

Establishment City: Marblehead Establishment Zip Code: 01945

Approximate square footage of the establishment: 1072 How many abutters does this property have?: 43

Have all property abutters 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	2021-12 Seven Leaf Sisters Inc. - HCA Certification Form.pdf	pdf	61d4c4160b55784640e09728	01/04/2022
Plan to Remain Compliant with Local Zoning	2021-01-05 Seven Leaf Sisters Inc. - Plan to Remain Compliant with Local Zoning.pdf	pdf	61d614ac073d79445b0d8533	01/05/2022
Community Outreach Meeting Documentation	2022-01-27 Seven Leaf Sisters Inc. - Updated COM Attestation (Reduced Size).pdf	pdf	61f808d78dbcc3090663b8c7	01/31/2022

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	2022-01-04 Seven Leaf Sisters, Inc. - Retail Positive Impact Plan.pdf	pdf	61d4d32c12daf9443938680b	01/04/2022
Other	2022-01-04 Seven Leaf Sisters Inc. - CCoE Letter of Support.pdf	pdf	61d4d42ad4f4b84609a5c082	01/04/2022

#### ADDITIONAL INFORMATION NOTIFICATION

Notification:

#### INDIVIDUAL BACKGROUND INFORMATION

Individual Background Information 1

Role: Owner / Partner Other Role:  
First Name: Angela Last Name: Foster 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	2021-12-09 Seven Leaf Sisters, Inc. - DOR Cert of Good Standing.pdf	pdf	61d4d7ed84fb17447c440652	01/04/2022
Secretary of Commonwealth - Certificate of Good Standing	2021-11-30 Seven Leaf Sisters, Inc. - SOC Cert of Good Standing.pdf	pdf	61d4d7efd4f4b84609a5c090	01/04/2022
Bylaws	2021-01-04 Seven Leaf Sisters Inc. - Current Bylaws.pdf	pdf	61d4d7f112daf94439386817	01/04/2022
Articles of Organization	2020-08-11 Seven Leaf Sisters, Inc. - Articles of Organization.pdf	pdf	61d4d7f3d3dd284475be7459	01/04/2022
Secretary of Commonwealth - Certificate of Good Standing	2022-01-16 Seven Leaf Sisters Inc. - DUA Attestation.pdf	pdf	61f33bcdf2351e085f726a57	01/27/2022

No documents uploaded

Massachusetts Business Identification Number: 001452904

Doing-Business-As Name: Partake by Kind Lab

DBA Registration City: Marblehead

#### BUSINESS PLAN

Date generated: 05/01/2023

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Business Plan Documentation:

Document Category	Document Name	Type	ID	Upload Date
Proposed Timeline	2022-01-05 Seven Leaf Sisters, Inc. - Proposed Timeline.pdf	pdf	61d61404d3dd284475be7a95	01/05/2022
Business Plan	Seven Leaf Sisters Overview FINAL 01-04-2022.pdf	pdf	61d7165035cb3e08f7215542	01/06/2022
Plan for Liability Insurance	2022-01-18 Seven Leaf Sisters Inc. - Letter of Intent to Secure Insurance Coverage.pdf	pdf	61f33c23e95b8c0888814721	01/27/2022

OPERATING POLICIES AND PROCEDURES

Policies and Procedures Documentation:

Document Category	Document Name	Type	ID	Upload Date
Storage of marijuana	2022-01-04 Seven Leaf Sisters Inc. - Storage of Marijuana.pdf	pdf	61d4de9384fb17447c440666	01/04/2022
Plan for obtaining marijuana or marijuana products	2022-01-04 Seven Leaf Sisters Inc. - Plan for Obtaining Marijuana.pdf	pdf	61d4de9512daf94439386827	01/04/2022
Prevention of diversion	2022-01-04 Seven Leaf Sisters Inc. - Prevention of Diversion.pdf	pdf	61d4de967baa3f462ea4b3ba	01/04/2022
Transportation of marijuana	2022-01-04 Seven Leaf Sisters Inc. - Transportation of Marijuana.pdf	pdf	61d4deba151a044618ec8d99	01/04/2022
Inventory procedures	2022-01-04 Seven Leaf Sisters Inc. - Inventory Control Procedures.pdf	pdf	61d4debc0183444639b60eeb	01/04/2022
Dispensing procedures	2021-01-04 Seven Leaf Sisters, Inc. - Dispensing Procedures.pdf	pdf	61d4dec50b55784640e09771	01/04/2022
Record Keeping procedures	2022-01-04 Seven Leaf Sisters Inc. - Record Keeping Procedures.pdf	pdf	61d4df4e7baa3f462ea4b3be	01/04/2022
Qualifications and training	2022-01-04 Seven Leaf Sisters Inc. - Qualifications and Training.pdf	pdf	61d4df4fd3dd284475be7470	01/04/2022
Personnel policies including background checks	2022-01-04 Seven Leaf Sisters Inc. - Personnel Policies Including Background Checks.pdf	pdf	61d4df5090ca3b46232e437d	01/04/2022
Maintaining of financial records	2022-01-04 Seven Leaf Sisters Inc. - Maintaining of Financial Records.pdf	pdf	61d4df50434e1f4432e3f95d	01/04/2022
Energy Compliance Plan	2022-01-04 Seven Leaf Sisters Inc. - Energy Compliance Plan.pdf	pdf	61d4df600183444639b60eef	01/04/2022
Quality control and testing	2022-01-27 Seven Leaf Sisters Inc. - Updated Quality Control and Testing.pdf	pdf	61f33ea9879c73091c815ae0	01/27/2022
Restricting Access to age 21 and older	2022-01-27 Seven Leaf Sisters Inc. - Updated Restricting Access to 21+.pdf	pdf	61f33ee18d09e508d61138f3	01/27/2022
Security plan	2022-01-27 Seven Leaf Sisters Inc. - Updated Security Plan.pdf	pdf	61f33f1335cb3e08f721c9ed	01/27/2022
Diversity plan	2022-02-09 Seven Leaf Sisters Inc - Updated Diversity Plan.pdf	pdf	6203d2d87c2bdd089a1f6d20	02/09/2022



## MARIJUANA RETAILER SPECIFIC REQUIREMENTS

No documents uploaded

No documents uploaded

## 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 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:

## COMPLIANCE WITH POSITIVE IMPACT PLAN

No records found

## COMPLIANCE WITH DIVERSITY PLAN

No records found

## HOURS OF OPERATION

Monday From: 10:00 AM	Monday To: 9:00 PM
Tuesday From: 10:00 AM	Tuesday To: 9:00 PM
Wednesday From: 10:00 AM	Wednesday To: 9:00 PM
Thursday From: 10:00 AM	Thursday To: 9:00 PM
Friday From: 10:00 AM	Friday To: 9:00 PM
Saturday From: 10:00 AM	Saturday To: 9:00 PM
Sunday From: 10:00 AM	Sunday To: 9:00 PM

## 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, Angela Arena Foster, President, (*insert name*) certify as an authorized representative of Seven Leaf Sisters Inc. (*insert name of applicant*) that the applicant has executed a host community agreement with Town of Marblehead (*insert name of host community*) pursuant to G.L.c. 94G § 3(d) on November 22, 2021 (*insert date*).



Signature of Authorized Representative of Applicant

### Host Community

I, Jackie Belf-Becker, (*insert name*) certify that I am the contracting authority or have been duly authorized by the contracting authority for Town of Marblehead (*insert name of host community*) to certify that the applicant and Town of Marblehead (*insert name of host community*) has executed a host community agreement pursuant to G.L.c. 94G § 3(d) on November 23, 2021 (*insert date*).



Signature of Contracting Authority or  
Authorized Representative of Host Community

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

Seven Leaf Sisters, Inc. ("Seven Leaf Sisters") is committed to remain compliant with all applicable zoning bylaws of the Town of Marblehead, Massachusetts, including, but not limited to Chapter 200, Zoning and Chapter 97, Marijuana. Seven Leaf Sisters has secured a Host Community Agreement with the Town of Marblehead, which was executed on 11/22/2021. Seven Leaf Sister's Retail and Product Manufacturing facility is located at 385 Atlantic Avenue, Marblehead, MA 01945, which is within the Business (B) zoning district and which complies with the requirements of Chapter 200, Zoning. "Light manufacturing" and "Other retail store" are permitted uses within the B zoning district according to the Marblehead Zoning Bylaw Table of Land Use Regulations. The Marblehead Zoning Bylaw and Zoning Bylaw Table of Land Use Regulations does not provide for additional specific limitations on adult-use marijuana. Both the retail and manufacturing uses are by-right under Marblehead's Zoning Bylaw.

§ 97-1 of the Marblehead General Bylaws limits the "number of marijuana retailers as defined by MGL c. 94G, §1" to "20% of the licenses issues in the Town of Marblehead for retail sale of alcoholic beverages not to be drunk on the premises where sold, which shall be calculated by rounding up to the next whole number." To Seven Leaf Sisters' knowledge, there are fewer Marijuana Retailers than 20% of the number of licenses for retail sale of alcoholic beverages in Marblehead (rounded up to the next whole number).

# Community Outreach Meeting Attestation Form

## Instructions

Community Outreach Meeting(s) are a requirement of the application to become a Marijuana Establishment (ME) and Medical Marijuana Treatment Center (MTC). 935 CMR 500.101(1), 500.101(2), 501.101(1), and 501.101(2). The applicant must complete each section of this form and attach all required documents as a single PDF document before uploading it into the application. If your application is for a license that will be located at more than one (1) location, and in different municipalities, applicants must complete two (2) attestation forms – one for each municipality. Failure to complete a section will result in the application not being deemed complete. 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(2) and 501.400(2).

## Attestation

I, the below indicated authorized representative of that the applicant, attest that the applicant has complied with the Community Outreach Meeting requirements of 935 CMR 500.101 and/or 935 CMR 501.101 as outlined below:

1. The Community Outreach Meeting was held on the following date(s): 1/27/22
2. At least one (1) meeting was held within the municipality where the ME is proposed to be located.
3. At least one (1) meeting was held after normal business hours (this requirement can be satisfied along with requirement #2 if the meeting was held within the municipality and after normal business hours).



4. A copy of the community outreach notice containing the time, place, and subject matter of the meeting, including the proposed address of the ME or MTC was published in a newspaper of general circulation in the municipality at least 14 calendar days prior to the meeting. A copy of this publication notice is labeled and attached as "Attachment A."

a. Date of publication:

1/13/22

b. Name of publication:

Marblehead  
Reporter

5. A copy of the community outreach notice containing the time, place, and subject matter of the meeting, including the proposed address of the ME or MTC was filed with clerk of the municipality. A copy of this filed notice is labeled and attached as "Attachment B."

a. Date notice filed:

1/20/22

6. A copy of the community outreach notice containing the time, place, and subject matter of the meeting, including the proposed address of the ME or MTC was mailed at least seven (7) calendar days prior to the community outreach meeting to abutters of the proposed address, and residents within 300 feet of the property line of the applicant's proposed location as they appear on the most recent applicable tax list, notwithstanding that the land of the abutter or resident is located in another municipality. A copy of this mailed notice is labeled and attached as "Attachment C." Please redact the name of any abutter or resident in this notice.

a. Date notice(s) mailed:

1/20/22

7. The applicant presented information at the Community Outreach Meeting, which at a minimum included the following:
- a. The type(s) of ME or MTC 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 ME or MTC to prevent diversion to minors;
  - d. A plan by the ME or MTC to positively impact the community; and
  - e. Information adequate to demonstrate that the location will not constitute a nuisance as defined by law.
8. Community members were permitted to ask questions and receive answers from representatives of the ME or MTC.



Name of applicant:

Seven Leaf Sisters, Inc.

Name of applicant's authorized representative:

Angela Arena Foster

Signature of applicant's authorized representative:



**Community Outreach Meeting - Additional Documentation**

Seven Leaf Sisters, Inc. held a virtual Community Outreach Meeting. A recording of the meeting is publicly available online at the following link:

<https://www.youtube.com/watch?v=EHbUxZdTkOg>

The Community Outreach Meeting had a total of nine attendees.



Quinn Heath &lt;quinn@mensinggroup.com&gt;

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**Fwd: Seven Leaf Sisters: Community Outreach Meeting, Take 2**

1 message

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**Blake Mensing** <blake@mensinggroup.com>  
To: Quinn Heath <Quinn@mensinggroup.com>

Thu, Jan 27, 2022 at 8:04 PM

----- Forwarded message -----

From: **Angela Arena** <angela@sevenleafsisters.com>  
Date: Tue, Dec 14, 2021 at 1:30 PM  
Subject: Seven Leaf Sisters: Community Outreach Meeting, Take 2  
To: Kyle Wiley <wileyk@marblehead.org>, Jason Silva <silvaj@marblehead.org>  
Cc: Blake Mensing <blake@mensinggroup.com>

Hi Kyle and Jason-

I know we had our outreach meeting last May, but since it's been over 6 months, I need to host another for it to be valid for my license application.

We're planning on hosting this one on Monday, 1/3 at 5:30PM. Format will be the same - virtual with a short presentation from me and opportunity for participants to ask questions. There will be a legal notice of the meeting published in the Reporter.

Just want to make sure you and the Board are notified and available as applicable.

Many thanks,

Angela



**Angela Arena**  
Founder  
Seven Leaf Sisters  
she/her



📞 978-969-3402  
✉️ angela@sevenleafsisters.com  
📍 Massachusetts

--  
Blake M. Mensing, Esq.  
Founder & Chief Counsel  
The Mensing Group LLC  
100 State Street, 9th Floor  
Boston, MA 02109  
Direct: (617) 333-8725  
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Amanda Gorman recited her poem “The Hill We Climb” at the presidential inauguration on Jan. 20. COURTESY PHOTO

# Resnikoff

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so right. But, our republic is still the greatest experiment in freedom and in-

# Letters

Continued from Page 6A

one side of a story for our townspeople to learn from. A story that has garnered the interest and passion of so many people.

The quote " I think this has been a slap in the face to our small businesses" was not directed solely at the mandate itself rather at HOW the mandate was handled by our BOH. There was NO outreach by our BOH to our Chamber of Commerce or more directly to our small business owners to hear from how this mandate would impact us, what financial implications it would have, what employment scenarios could change nor did our BOH address the policing responsibilities of small business owners that mandates incur. Our BOH failed to see that the last time these mandates were in place, businesses were receiving Federal financial aid to cover all costs associated with these negative impacts, completely blindsiding us with these repercussions during what is an already highly vulnerable time (not to mention over the Christmas holiday.)

As to the further egregious behavior of our BOH, they violated not only one but two Open Meeting Laws.

Violation #1: Our BOH by law must give citizens 48 hours notice of such a meeting, they did not. Many citizens and small business owners had no idea this was happening and had to scramble to participate or missed out on the meeting completely. (Thus it feeling like a slap in the face!)

Violation #2: our BOH capped the meeting to a limited number of participants so there were many who were locked out of the Zoom Meeting. That's a big NO-NO.

Due to these violations, this mask mandate is in fact, NOT LEGALLY IN EFFECT at the moment! The BOH now needs to meet again, re-vote and go into Executive Session to discuss their OML violations...all without violating any more Open Meeting Laws if possible for it to actually, legally be in effect. Facts the Marblehead Reporter has completely neglected to recognize or report!

If you were to fact check you would see how many OML violation complaints have been filed with the AG's office by our citizens against our BOH...the number was 4 and climbing as of yesterday.

What I am angry about is the blatant disregard our BOH has had for our small businesses and for our citizens. This decision to mandate was admittedly made predominantly by one senior BOH member, Ms. Helaine Hazlett who said she "walked around town and was disappointed to see that there were some people not taking her recommendation (to wear a mask.)"

As our hometown newspaper, wouldn't you like to understand WHY some members of our community don't wear a mask? Instead of assuming it is all politically related, wouldn't it be your due diligence to report and explain other sides of this story to people? Isn't that

dividual opportunity the world has ever known, and I thank God every day that I am blessed to be an American.

Ina Resnikoff is a Swampscott resident whose column, "Ina's Insights," appears weekly in the the Reporter. She can be reached at inar@rcn.com

in fact your duty and responsibility?!

I'd like to give you just four examples of how it affects my employees/business. One of our best (fully vaccinated and boosted) employees is completely deaf in one ear. She relies heavily on lip-reading and facial cues in order to navigate safely through her day. Masks make this nearly impossible for her. Even with a "medical exemption" (which there is no form of advertising publicly), people assume she is just being defiant and start yelling at her, or at me if she is not wearing a mask. During this mandate, she does not feel safe and comfortable at our workplace so I lose one of my best employees.

Some of my employees are of high school age. If and when adult customers come into the shop without wearing a mask, they are too intimidated to speak up and ask them to put one on and absolutely crumble with any kind of confrontation so they have now asked not to come into work until the mandate is lifted. I now lose 3 more employees...4 in total which is effectively 50% of my workforce.

Then there is the policing of protesters on both sides. They have shown up online and at my shop, demanding that if any small business complies with our BOH mandates they will take their business elsewhere. I can't afford to lose any business and I know many others feel the same way.

In addition, there is the question of cost. We are now responsible for face masks and signage and possible violation fees. Shouldn't these be provided by our BOH since they are the ones mandating these measures? And I am just one small foodservice establishment - imagine how many other angles and financial hardships these impose on personal trainers, photographers, yoga studios, and more?!

And finally, our BOH has completely neglected to give us the guidelines as to what to do when there is a non-complying customer. Are we supposed to report them? To whom? Call the police? Call the BOH? How does it make sense to fine us \$300 if a customer does not comply with the mask mandate and not the customers themselves?! There has been SO much more scientific research and data uncovered since the first time this mandate was in place that people are less prone to blindly comply at this stage. And yet...not one of our BOH members took one minute to learn about any of these impacts from those of us with real boots on the ground.

It is shameful, lazy, cavalier and it will have an economic impact on us whether you own a small business or not. We are the heartbeat of our community, raising property values in price and quality of life. We employ our citizens. We pay taxes. We donate endlessly to our local schools, veterans, and art associations. We advertise (or did) with your paper.

Our BOH and The Marblehead Reporter owe it to our small businesses and to our citizens to diligently do their research, quote people IN CONTEXT and report all angles of the facts.

– Emily DeWitt, Atlantic Avenue

## Legal Notices

MARBLEHEAD, 17 WINTHROP AVENUE

### TOWN OF MARBLEHEAD BOARD OF APPEALS

The Board of Appeals will hold a public hearing on **Tuesday January 25, 2022 at 7:45 PM** on the request of **Keith DePhillips** to vary the application of the present Zoning By-law by allowing a Special Permit for a the construction of an addition to an existing single family structure on a preexisting non-conforming property with less than the required lot area, lot width, frontage, front yard and side yard setback located at **17 Winthrop Avenue** in the Single Residence District. The new construction will be located within the side yard setback and exceeds 10% expansion limits for non-conforming building. This hearing is held in accordance with the provisions of the Marblehead Zoning Bylaw, and Chapter 40A of the General Laws as amended and Pursuant to Governor Baker's Order allowing suspension of Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, , this public hearing of the Board is being conducted via remote participation. The public can attend this meeting via the remote participation platform one of the following ways: Join Zoom Meeting <https://us06web.zoom.us/j/8379996819> 2?pwd=NkhZL3l3dzNWS2dxaWZkekK4dzFTdz09 Dial in +1 646 558 8656 Meeting ID: 837 9996 8192 Passcode: 676326 Those only dialing in will not have access to the visual presentation at the meeting, but can follow along with the project materials available for download at <https://www.marblehead.org> under the zoning board of appeals page and the date of meeting. Members of the public attending this meeting virtually will be allowed to make comments if they wish to do so, during the portion of the hearing designated for public comment. As always, interested persons may submit comment in writing electronically and send to [lyonsl@marblehead.org](mailto:lyonsl@marblehead.org) and the comments will be included in the record.

Alan Lipkind  
Secretary

AD#14003244  
Marblehead Reporter 1/6, 1/13/2022

### TOWN OF MARBLEHEAD BOARD OF APPEALS

The Board of Appeals will hold a public hearing on **Tuesday January 25, 2022 at 7:45 PM** on the request of **Christopher Feeley** to vary the application of the present Zoning By-law by allowing a Special Permit for a the construction of a new single family structure to replace an existing single family structure on a preexisting non-conforming property with less than the required lot area, lot width, frontage, front yard and side yard setback located at **5 Upland Road** in the Single Residence District. The new construction will be located within the front and side yard setback. This hearing is held in accordance with the provisions of the Marblehead Zoning Bylaw, and Chapter 40A of the General Laws as amended and Pursuant to Governor Baker's Order allowing suspension of Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, , this public hearing of the Board is being conducted via remote participation. The public can attend this meeting via the remote participation platform Zoom, the following ways: Join Zoom Meeting <https://us06web.zoom.us/j/8379996819> 2?pwd=NkhZL3l3dzNWS2dxaWZkekK4dzFTdz09 Dial in +1 646 558 8656 Meeting ID: 837 9996 8192 Passcode: 676326 Those only dialing in will not have access to the visual presentation at the meeting, but can follow along with the project materials available for download at <https://www.marblehead.org> under the zoning board of appeals page and the date of meeting. Members of the public attending this meeting virtually will be allowed to make comments if they wish to do so, during the portion of the hearing designated for public comment. Interested persons may also submit comment in writing electronically and send to [lyonsl@marblehead.org](mailto:lyonsl@marblehead.org) and the comments will be included in the record.

Alan Lipkind  
Secretary

AD#14003232  
Marblehead Reporter 1/6, 1/13/2022

### TOWN OF MARBLEHEAD BOARD OF APPEALS

The Board of Appeals will hold a public hearing on **Tuesday January 25, 2022 at 7:30 PM** on the request of Christine Hester to vary the application of the present Zoning By-law by allowing a Special Permit to allow the continued existence of a shed as an accessory structure to an existing single family dwelling on a preexisting non-conforming property with less than the required lot width, frontage, front yard and side yard setback and exceeds the maximum height located at **11 Kenneth Road** in the Shoreline Single Residence District. The shed is located within side yard setback. This hearing is held in accordance with the provisions of the Marblehead Zoning Bylaw, and Chapter 40A of the General Laws as amended and Pursuant to Governor Baker's Order allowing suspension of Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, this public hearing of the Board is being conducted via remote participation. The public can attend this meeting via the remote participation platform through the following ways: Join Zoom Meeting <https://us06web.zoom.us/j/8379996819> 2?pwd=NkhZL3l3dzNWS2dxaWZkekK4dzFTdz09 Dial in +1 646 558 8656 Meeting ID: 837 9996 8192 Passcode: 676326 Those only dialing in will not have access to the visual presentation at the meeting, but can follow along with the project materials available for download at <https://www.marblehead.org> under the zoning board of appeals page and the date of meeting. Members of the public attending this meeting virtually will be allowed to make comments if they wish to do so, during the portion of the hearing designated for public comment. Interested persons may also submit comment in writing electronically and send to [lyonsl@marblehead.org](mailto:lyonsl@marblehead.org) and the comments will be included in the record.

Alan Lipkind  
Secretary

AD#14003230  
Marblehead Reporter 1/6, 1/13/2022

### MARIJUANA LEGAL NOTICE

Notice is hereby given that a Community Outreach Meeting with Seven Leaf Sisters, Inc. for proposed Marijuana Establishments is scheduled for Thursday, January 27 at 5:30PM to be held virtually via Zoom at <https://us02web.zoom.us/j/82041415647> and phone at 929-205-6099 with ID 82041415647. The proposed adult-use marijuana retail and marijuana product manufacturing establishment is anticipated to be located at 385 Atlantic Avenue in Marblehead. There will be an opportunity for the public to ask questions.

AD#14004286  
Marblehead Reporter 1/13/22



## Legal Notices

KAUDERS ESTATE

**LEGAL NOTICE**  
Commonwealth of Massachusetts  
The Trial Court  
Probate and Family Court  
Essex Division  
36 Federal St.  
Salem, MA 01970  
(978) 744-1020  
Docket No. ES21P3379EA  
INFORMAL PR21BATE  
PUBLICATION NOTICE

Estate of: CHRISTOPHER P KAUDERS

Date of Death: July 31, 2021

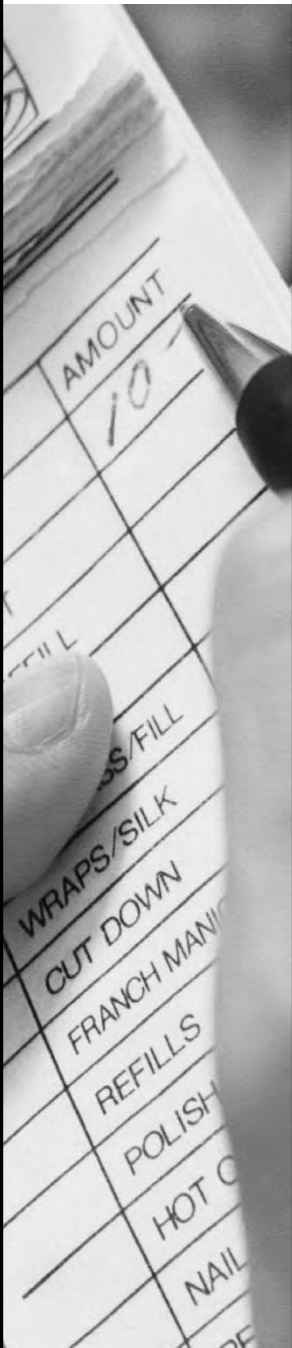
To all persons interested in the above-captioned estate, by Petition of Petitioner **LEE C.S. KAUDERS of MARBLEHEAD MA** a Will has been admitted to informal probate.

**LEE C. S. KAUDERS of MARBLEHEAD MA** has been informally appointed as the Personal Representative of the estate to serve without surety on the bond.

The estate is being administered under informal procedure by the Personal Representative under the Massachusetts Uniform Probate Code without supervision by the Court. Inventory and accounts are not required to be filed with the Court, but interested parties are entitled to notice regarding the administration from the Personal Representative and can petition the Court in any matter relating to the estate, including distribution of assets and expenses of administration. Interested parties are entitled to petition the Court to institute formal proceedings and to obtain orders terminating or restricting the powers of Personal Representatives appointed under informal procedure. A copy of the Petition and Will, if any, can be obtained from the Petitioner.

AD #14003740  
Marblehead Reporter 1/13/22

Whether you're looking for the right job or looking to fill a job  
**Wicked Local Jobs**  
will get the job done.



MARBLEHEAD, 8 MAY STREET

### TOWN OF MARBLEHEAD BOARD OF APPEALS

The Board of Appeals will hold a public hearing on **Tuesday January 25, 2022 at 8:00 PM** on the request of **Joseph Breed** to vary the application of the present Zoning By-law by allowing a Special Permit for a the construction of an addition to an existing single family structure on a preexisting non-conforming property with less than the required lot area, lot width, frontage, front yard and side yard setback located at **8 May Street** in the Single Residence District. The new construction will be located within the side yard setback. This hearing is held in accordance with the provisions of the Marblehead Zoning Bylaw, and Chapter 40A of the General Laws as amended and Pursuant to Governor Baker's Order allowing suspension of Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, this public hearing of the Board is being conducted via remote participation. The public can attend this meeting via the remote participation platform one of the following ways: Join Zoom Meeting <https://us06web.zoom.us/j/8379996819> 2?pwd=NkhZL3l3dzNWS2dxaWZkekK4dzFTdz09 Dial in +1 646 558 8656 Meeting ID: 837 9996 8192 Passcode: 676326 Those only dialing in will not have access to the visual presentation at the meeting, but can follow along with the project materials available for download at <https://www.marblehead.org> under the zoning board of appeals page and the date of meeting. Members of the public attending this meeting virtually will be allowed to make comments if they wish to do so, during the portion of the hearing designated for public comment. As always, interested persons may submit comment in writing electronically and send to [lyonsl@marblehead.org](mailto:lyonsl@marblehead.org) and the comments will be included in the record.

Alan Lipkind  
Secretary

AD#14003251  
Marblehead Reporter 1/6, 1/13/2022

### TOWN OF MARBLEHEAD BOARD OF APPEALS

The Board of Appeals will hold a public hearing on **Tuesday January 25, 2022 at 8:15 PM** on the request of **William & Catherine Malone** to vary the application of the present Zoning By-law by allowing a Special Permit for a the construction of an addition to an existing single family structure on a preexisting non-conforming property with less than the required lot area, lot width, and side yard setback located at **10 Sagamore Road** in the Single Residence District. The new construction will be located within the side yard setback and exceed the 10% expansion limit for non-conforming buildings. This hearing is held in accordance with the provisions of the Marblehead Zoning Bylaw, and Chapter 40A of the General Laws as amended and Pursuant to Governor Baker's Order allowing suspension of Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, , this public hearing of the Board is being conducted via remote participation. The public can attend this meeting via the remote participation platform one of the following ways: Join Zoom Meeting <https://us06web.zoom.us/j/8379996819> 2?pwd=NkhZL3l3dzNWS2dxaWZkekK4dzFTdz09 Dial in +1 646 558 8656 Meeting ID: 837 9996 8192 Passcode: 676326 Those only dialing in will not have access to the visual presentation at the meeting, but can follow along with the project materials available for download at <https://www.marblehead.org> under the zoning board of appeals page and the date of meeting. Members of the public attending this meeting virtually will be allowed to make comments if they wish to do so, during the portion of the hearing designated for public comment. As always, interested persons may submit comment in writing electronically and send to [lyonsl@marblehead.org](mailto:lyonsl@marblehead.org) and the comments will be included in the record.

Alan Lipkind  
Secretary

AD#14003254  
Marblehead Reporter 1/6, 1/13/2022

### TOWN OF MARBLEHEAD BOARD OF APPEALS

The Board of Appeals will hold a public hearing on **Tuesday January 25, 2022 at 8:00 PM** on the request of **Milicent Armstrong** to vary the application of the present Zoning By-law by allowing a Special Permit for a the construction of an addition to an existing single family structure on a preexisting non-conforming property with less than the required side yard setback and parking located at **25 Circle Street** in the Central Residence District. The new construction will exceed the 10% expansion limit for non-conforming buildings. This hearing is held in accordance with the provisions of the Marblehead Zoning Bylaw, and Chapter 40A of the General Laws as amended and Pursuant to Governor Baker's Order allowing suspension of Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, , this public hearing of the Board is being conducted via remote participation. The public can attend this meeting via the remote participation platform one of the following ways: Join Zoom Meeting <https://us06web.zoom.us/j/8379996819> 2?pwd=NkhZL3l3dzNWS2dxaWZkekK4dzFTdz09 Dial in +1 646 558 8656 Meeting ID: 837 9996 8192 Passcode: 676326 Those only dialing in will not have access to the visual presentation at the meeting, but can follow along with the project materials available for download at <https://www.marblehead.org> under the zoning board of appeals page and the date of meeting. Members of the public attending this meeting virtually will be allowed to make comments if they wish to do so, during the portion of the hearing designated for public comment. As always, interested persons may submit comment in writing electronically and send to [lyonsl@marblehead.org](mailto:lyonsl@marblehead.org) and the comments will be included in the record.

Alan Lipkind  
Secretary

AD#14003252  
Marblehead Reporter 1/6, 1/13/2022

### Muscular Dystrophy Association

**Where Hope Begins**

**MDA**  
1-800-FIGHT-MD  
[www.mdausa.org](http://www.mdausa.org)





January 20, 2022

To Whom it May Concern:

Notice is hereby given that a Community Outreach Meeting for a proposed Marijuana Establishment is scheduled for Thursday, January 27, 2022 at 5:30PM. In light of COVID-19, the meeting will be held virtually by the Zoom platform at:

**Meeting Link:** <https://us02web.zoom.us/j/82041415647>  
**Dial-In #:** (929) 205-6099  
**Meeting ID:** 820 4141 5647

The Proposed Adult-Use Marijuana Retailer and Marijuana Product Manufacturer is anticipated to be located at 385 Atlantic Avenue, Marblehead, MA, 01945. There will be an opportunity for the public to ask questions.

Sincerely, on behalf of Seven Leaf Sisters, Inc.,



Blake M. Mensing  
Founder & Chief Counsel  
The Mensing Group LLC  
100 State Street, 9th Floor  
Boston, MA 02109  
Direct: (617) 333-8725  
Email: Blake@MensingGroup.com



# 300 foot Abutters List Report

Marblehead, MA

January 19, 2022

## Subject Property:

Parcel Number: 26-14-0  
CAMA Number: 26-14-0  
Property Address: 385 389 ATLANTIC AV

Mailing Address: [REDACTED]  
SWAMPSCOTT, MA 01907

## Abutters:

Parcel Number: 26-10-0  
CAMA Number: 26-10-0  
Property Address: 399 ATLANTIC AV

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2715

Parcel Number: 26-11-0  
CAMA Number: 26-11-0  
Property Address: 397 ATLANTIC AV

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2715

Parcel Number: 26-12-0  
CAMA Number: 26-12-0  
Property Address: 393 ATLANTIC AV

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945

Parcel Number: 26-13-0  
CAMA Number: 26-13-0  
Property Address: 391 ATLANTIC AV

Mailing Address: [REDACTED]  
SWAMPSCOTT, MA 01907

Parcel Number: 26-15-0  
CAMA Number: 26-15-0  
Property Address: 383 ATLANTIC AV

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945

Parcel Number: 26-16-0  
CAMA Number: 26-16-0  
Property Address: 381 ATLANTIC AV

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2715

Parcel Number: 26-17-0  
CAMA Number: 26-17-0  
Property Address: 383 R ATLANTIC AV

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945

Parcel Number: 26-18-0  
CAMA Number: 26-18-0  
Property Address: 375 ATLANTIC AV

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2715

Parcel Number: 26-19-0  
CAMA Number: 26-19-0  
Property Address: 373 ATLANTIC AV

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945

Parcel Number: 26-20-0  
CAMA Number: 26-20-0  
Property Address: 2 GARDEN RD

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2711



www.cai-tech.com

Data shown on this report is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this report.

1/19/2022

Page 1 of 4



# 300 foot Abutters List Report

Marblehead, MA

January 19, 2022

Parcel Number: 26-21-0  
CAMA Number: 26-21-0  
Property Address: 4 GARDEN RD  
Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2711

Parcel Number: 26-22-0  
CAMA Number: 26-22-0  
Property Address: 6 AMES RD  
Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2702

Parcel Number: 26-23-0  
CAMA Number: 26-23-0  
Property Address: 8 AMES RD  
Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945

Parcel Number: 26-24-0  
CAMA Number: 26-24-0  
Property Address: 10 AMES RD  
Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2702

Parcel Number: 26-25-0  
CAMA Number: 26-25-0  
Property Address: 14 AMES RD  
Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2702

Parcel Number: 26-26-0  
CAMA Number: 26-26-0  
Property Address: 18 AMES RD  
Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945

Parcel Number: 26-27-0  
CAMA Number: 26-27-0  
Property Address: 20 AMES RD  
Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945

Parcel Number: 26-29-0  
CAMA Number: 26-29-0  
Property Address: 17 AMES RD  
Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2701

Parcel Number: 26-30-0  
CAMA Number: 26-30-0  
Property Address: 15 AMES RD  
Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2701

Parcel Number: 26-31-0  
CAMA Number: 26-31-0  
Property Address: 11 AMES RD  
Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2701

Parcel Number: 26-32-0  
CAMA Number: 26-32-0  
Property Address: 7 AMES RD  
Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2701

Parcel Number: 26-33-0  
CAMA Number: 26-33-0  
Property Address: 8 GARDEN RD  
Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945



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1/19/2022

Page 2 of 4



# 300 foot Abutters List Report

Marblehead, MA

January 19, 2022

Parcel Number: 26-34-0  
CAMA Number: 26-34-0  
Property Address: 10 GARDEN RD

Mailing Address: [REDACTED]  
LYNN, MA 01903

Parcel Number: 26-6-0  
CAMA Number: 26-6-0  
Property Address: 0 CLIFTON AV

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945

Parcel Number: 26-9-0  
CAMA Number: 26-9-0  
Property Address: 98 CLIFTON AV

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-1718

Parcel Number: 27-1-0  
CAMA Number: 27-1-0  
Property Address: 392 ATLANTIC AV

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2718

Parcel Number: 27-10-0  
CAMA Number: 27-10-0  
Property Address: 3 BARTLETT ST

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2719

Parcel Number: 27-11-0  
CAMA Number: 27-11-0  
Property Address: 6 ROLLESTON RD

Mailing Address: [REDACTED]  
SWAMPSCOTT, MA 01907

Parcel Number: 27-11B-0  
CAMA Number: 27-11B-0  
Property Address: 2 ROLLESTON RD

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2714

Parcel Number: 27-11C-0  
CAMA Number: 27-11C-0  
Property Address: 4 ROLLESTON RD

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2714

Parcel Number: 27-14-0  
CAMA Number: 27-14-0  
Property Address: 1 ROLLESTON RD

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2714

Parcel Number: 27-14A-0  
CAMA Number: 27-14A-0  
Property Address: 3 ROLLESTON RD

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2714

Parcel Number: 27-15-0  
CAMA Number: 27-15-0  
Property Address: 0 ROLLESTON RD

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945

Parcel Number: 27-16-0  
CAMA Number: 27-16-0  
Property Address: 386 ATLANTIC AV

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2716



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1/19/2022

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# 300 foot Abutters List Report

Marblehead, MA

January 19, 2022

Parcel Number: 27-17-0  
CAMA Number: 27-17-0  
Property Address: 2 BARTLETT ST

Mailing Address: [REDACTED]  
GRAND RAPIDS, MI 49506-5304

Parcel Number: 27-18-0  
CAMA Number: 27-18-0  
Property Address: 4 BARTLETT ST

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2720

Parcel Number: 27-19-0  
CAMA Number: 27-19-0  
Property Address: 6 BARTLETT ST

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2720

Parcel Number: 27-2-0  
CAMA Number: 27-2-0  
Property Address: 396 ATLANTIC AV

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2718

Parcel Number: 27-20-0  
CAMA Number: 27-20-0  
Property Address: 8 BARTLETT ST

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945

Parcel Number: 27-3-0  
CAMA Number: 27-3-0  
Property Address: 108 CLIFTON AV

Mailing Address: [REDACTED]  
SALEM, MA 01970

Parcel Number: 27-4-0  
CAMA Number: 27-4-0  
Property Address: 112 CLIFTON AV

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2723

Parcel Number: 27-5-0  
CAMA Number: 27-5-0  
Property Address: 118 CLIFTON AV

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945

Parcel Number: 27-9-0  
CAMA Number: 27-9-0  
Property Address: 5 BARTLETT ST

Mailing Address: [REDACTED]  
MARBLEHEAD, MA 01945-2719



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1/19/2022

Page 4 of 4

Doc ID: d1313299ec592317924fe328085ab3614ef48826









# Certificate of Mailing — Firm

Name and Address of Sender	TOTAL NO. of Pieces Used by Sender	TOTAL NO. of Pieces Received at Post Office	Affix Stamp Here Postmark with Date of Receipt.
The Mensing Group LLC 100 State Street, 9th Floor Boston, MA 02109			 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b> R2305-129073-09
USPS® Tracking Number Firm-specific Identifier	Address (Name, Street, City, State, and ZIP Code®)		
1.	[REDACTED] MARBLEHEAD, MA 01945		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
2.	[REDACTED] MARBLEHEAD, MA 01945-2715		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
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4.	[REDACTED] MARBLEHEAD, MA 01945-2711		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
5.	[REDACTED] MARBLEHEAD, MA 01945-2711		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
6.	[REDACTED] MARBLEHEAD, MA 01945-2702		

















# Certificate of Mailing — Firm

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USPS® Tracking Number Firm-specific Identifier	Address (Name, Street, City, State, and Zip+City™)		
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2.	[REDACTED] MARBLEHEAD, MA 01945-2702		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
3.	[REDACTED] MARBLEHEAD, MA 01945-2702		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
4.	[REDACTED] MARBLEHEAD, MA 01945		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
5.	[REDACTED] MARBLEHEAD, MA 01945		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
6.	[REDACTED] MARBLEHEAD, MA 01945-2701		









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1.	[REDACTED] MARBLEHEAD, MA 01945-2701		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
2.	[REDACTED] MARBLEHEAD, MA 01945-2701		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
3.	[REDACTED] MARBLEHEAD, MA 01945-2701		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
4.	[REDACTED] MARBLEHEAD, MA 01945		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
5.	[REDACTED] LYNN, MA 01903		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b> R2305H129073-99
6.	[REDACTED] MARBLEHEAD, MA 01945-1718		

Name and Address of Sender  <b>The Mensing Group LLC</b> <b>100 State Street, 9th Floor</b> <b>Boston, MA 02109</b>	TOTAL NO. of Pieces Listed by Sender	TOTAL NO. of Pieces Received at Post Office™	Affix Stamp Here Postmark with Date of Receipt.
	Postmaster, per (name of receiving employee)		
USPS® Tracking Number Firm-specific Identifier	Address (Name, Street, City, State, and ZIP Code)		
1.	[REDACTED] MARBLEHEAD, MA 01945-2718		 U.S. POSTAGE PAID Firm Letter CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
2.	[REDACTED] MARBLEHEAD, MA 01945-2719		 U.S. POSTAGE PAID Firm Letter CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
3.	[REDACTED] SWAMPSCOTT, MA 01907		 U.S. POSTAGE PAID Firm Letter CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
4.	[REDACTED] MARBLEHEAD, MA 01945-2714		 U.S. POSTAGE PAID Firm Letter CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
5.	[REDACTED] MARBLEHEAD, MA 01945-2714		 U.S. POSTAGE PAID Firm Letter CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
6.	[REDACTED] MARBLEHEAD, MA 01945-2714		 U.S. POSTAGE PAID Firm Letter CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b> R2305H129073-09









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				 1000	U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
USPS® Tracking Number Firm-specific Identifier	Address (Name, Street, City, State, and ZIP Code™)				
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2.	[REDACTED] MARBLEHEAD, MA 01945	 1000			U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
3.	[REDACTED] MARBLEHEAD, MA 01945-2716	 1000			U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
4.	[REDACTED] GRAND RAPIDS, MI 49506-5304	 1000			U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
5.	[REDACTED] MARBLEHEAD, MA 01945-2720				
6.	[REDACTED] MARBLEHEAD, MA 01945-2720				



# Certificate of Mailing — Firm

Name and Address of Sender	TOTAL NO. of Pieces Listed by Sender	TOTAL NO. of Pieces Received at Post Office	Affix Stamp Here Postmark with Date of Receipt
<b>The Mensing Group LLC</b> 100 State Street, 9th Floor Boston, MA 02109			 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b> R2306H129073-08
USPS® Tracking Number Firm-specific Identifier	Address (Name, Street, City, State, and ZIP+4®)		
1.	[REDACTED] MARBLEHEAD, MA 01945-2718		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
2.	[REDACTED] MARBLEHEAD, MA 01945		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
3.	[REDACTED] SALEM, MA 01970		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
4.	[REDACTED] MARBLEHEAD, MA 01945-2723		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
5.	[REDACTED] MARBLEHEAD, MA 01945		 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b> R2306H129073-08
6.	[REDACTED] MARBLEHEAD, MA 01945-2719		



January 20, 2022

To Whom it May Concern:

Notice is hereby given that a Community Outreach Meeting for a proposed Marijuana Establishment is scheduled for Thursday, January 27, 2022 at 5:30PM. In light of COVID-19, the meeting will be held virtually by the Zoom platform at:

**Meeting Link:** <https://us02web.zoom.us/j/82041415647>  
**Dial-In #:** (929) 205-6099  
**Meeting ID:** 820 4141 5647

The Proposed Adult-Use Marijuana Retailer and Marijuana Product Manufacturer is anticipated to be located at 385 Atlantic Avenue, Marblehead, MA, 01945. There will be an opportunity for the public to ask questions.




Sincerely, on behalf of Seven Leaf Sisters, Inc.,

Blake M. Mensing  
Founder & Chief Counsel  
The Mensing Group LLC  
100 State Street, 9th Floor  
Boston, MA 02109  
Direct: (617) 333-8725  
Email: Blake@MensingGroup.com





# Certificate of Mailing — Firm

Name and Address of Sender		TOTAL NO. of Pieces Listed by Sender	TOTAL NO. of Pieces Received at Post Office™	Affix Stamp Here Postmark with Date of Receipt.
The Mensing Group LLC 100 State Street, 9th Floor Boston, MA 02109				
		Postmaster: per name of receiving employee		
USPS® Tracking Number Firm-specific Identifier	Address (Name, Street, City, State and ZIP Code™)			
1.	Robin Michaud, Town Clerk 188 Washington Street Marblehead, MA 01945			 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b>
2.	Jason Silva, Town Administrator 188 Washington Street Marblehead, MA 01945			 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b> R2306H125073-09
3.	Board of Selectmen 188 Washington Street Marblehead, MA 01945			 U.S. POSTAGE PAID FCM LETTER CAMBRIDGE, MA 02141 JAN 20, 22 AMOUNT <b>\$1.65</b> R2306H129373-09
4.				
5.				
6.				



## SEVEN LEAF SISTERS, INC. RETAIL POSITIVE IMPACT PLAN

Seven Leaf Sisters, Inc. (“Seven Leaf Sisters” or “the Company”) is dedicated to serving and supporting those disproportionately harmed by cannabis prohibition. Seven Leaf Sisters Positive Impact Plan is an effort to respond to evidence which demonstrates that certain populations have been disproportionately impacted by high rates of arrest and incarceration for marijuana and other drug crimes as a result of state and federal drug policy.

The Cannabis Control Commission has identified the following Groups as those that should be targeted and supported:

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

To support such populations, Seven Leaf Sisters has created a Positive Impact Plan, summarized below, and has identified numerous goals and priorities.

**Goal #1:** Provide financial support of at least \$2,500 per year to the Cannabis Center of Excellence, Inc. because they are an organization that offers support, education and/or job training to Massachusetts residents disproportionately impacted by the War on Drugs. The amounts of these donations will depend on the financial growth and profitability of the company. As sales and profits increase, Seven Leaf Sisters, Inc. (“Seven Leaf Sisters”) will revisit its program donation goals to consider more generous donations as business allows.

**Program #1:** Give an annual donation as described above to the *Cannabis Center of Excellence, Inc.* The Cannabis Center of Excellence endeavors to conduct citizen-science focused population studies and programs in the areas of community engagement, medical cannabis, adult-use cannabis, and social justice in the cannabis industry. The Cannabis Center of Excellence serves as a virtual resource and network of cannabis industry professionals, academics, policy makers,

1	<i>Positive Impact Plan</i> © Seven Leaf Sisters, Inc.
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healthcare providers, consumers, and patients who aim to break the stigma and advance social justice in the cannabis industry.

Funds from Seven Leaf Sisters Inc. will go towards supporting the Cannabis Center of Excellence Social Justice Training Apprenticeship Program.

**Measurements and Accountability #1:** At the end of each year, Seven Leaf Sisters will conduct an analysis and create a report on the amounts and percentages of donations and other financial support that the company has given to the Cannabis Center of Excellence as outlined above. Seven Leaf Sisters will continue to assess the viability and impact of financial donations made and annually review donation amounts. Cannabis Center of Excellence, Inc. will provide an annual report to Seven Leaf Sisters summarizing the use of the funds, as well as indicating the number of veterans participating in the programs are from an area of disproportionate impact and/or whether the particular program assisted individuals disproportionately impacted by the War on Drugs.

**Goal #2:** Provide at least five (5) Massachusetts residents per year who have past drug convictions or who have parents or spouses who have had drug convictions with education and support relating to sealing criminal records to reduce barriers to entry in the cannabis industry and the workforce in general.

**Program #2:** Host an annual record sealing workshop teaching which criminal records can be sealed and how to seal them. The workshop will also assist individuals through the sealing process with the courts or probation department. The workshop will be advertised in print and online sources to include ADI and local newspapers. Specific sources utilized will include *The Marblehead Reporter*. The workshop will be held at Seven Leaf Sisters' facilities, and will each have a capacity of at least 5 participants. The topics for the workshops will include practical training and information that will assist Massachusetts residents to identify and seal eligible drug convictions. The workshop will be hosted by an expert to be determined at the discretion of Seven Leaf Sisters' management.

**Measurements and Accountability #2:** Seven Leaf Sisters will document the record sealing workshop date, the topics discussed, the number of attendees, to which targeted group the attendees belong and referral sources. Participating individuals or businesses will be asked to complete an assessment of the program which will provide insight into the demographics of the

2	<i>Positive Impact Plan</i> © Seven Leaf Sisters, Inc.
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attendees, the helpfulness and clarity of the topics presented as well as suggestions for future programs.

### **Disclosures**

Seven Leaf Sisters, Inc. acknowledges and is aware, and 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 Seven Leaf Sisters, Inc., will not violate the Commission's regulations with respect to limitations on ownership or control or other applicable state laws.

Seven Leaf Sisters, Inc. expressly understands that the progress or success of this plan will be required to be demonstrated upon each annual license renewal period in conformity with 935 CMR 500.101(1) and (2).



Commonwealth of Massachusetts  
Department of Revenue  
Geoffrey E. Snyder, Commissioner

mass.gov/dor

Letter ID: L0989569728  
Notice Date: December 7, 2021  
Case ID: 0-001-329-763



## CERTIFICATE OF GOOD STANDING AND/OR TAX COMPLIANCE



SEVEN LEAF SISTERS INC.  
385 ATLANTIC AVE  
MARBLEHEAD MA 01945-2715

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

The Commissioner of Revenue certifies that, as of the date of this certificate, SEVEN LEAF SISTERS INC. 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) 887-6400 or toll-free in Massachusetts at (800) 392-6089, Monday through Friday, 9:00 a.m. to 4:00 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: November 30, 2021

To Whom It May Concern :

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

**SEVEN LEAF SISTERS, INC**

is a domestic corporation organized on **August 11, 2020** , 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: 21110728530

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

Processed by: smc

**BYLAWS  
OF  
SEVEN LEAF SISTERS, INC.**

**ARTICLE I-- SHAREHOLDERS**

*Section 1. Annual Meeting.* The Corporation shall hold an annual meeting of shareholders at a time fixed by the Directors. The purposes for which the annual meeting is to be held, in addition to those prescribed by the Articles of Organization, shall be for electing Directors and for such other purposes as shall be specified in the notice for the meeting, and only business within such purposes may be conducted at the meeting. In the event an annual meeting is not held at the time fixed in accordance with these Bylaws or the time for an annual meeting is not fixed in accordance with these Bylaws to be held within 13 months after the last annual meeting was held, the Corporation may designate a special meeting held thereafter as a special meeting in lieu of the annual meeting, and the meeting shall have all of the effect of an annual meeting.

*Section 2. Special Meetings.* Special meetings of the shareholders may be called by the President or by the Directors, and shall be called by the Secretary, or in case of the death, absence, incapacity or refusal of the Secretary, by another officer, if the holders of at least 10 percent, or such lesser percentage as the Articles of Organization permit, of all the votes entitled to be cast on any issue to be considered at the proposed special meeting sign, date, and deliver to the Secretary one or more written demands for the meeting describing the purpose for which it is to be held. Only business within the purpose or purposes described in the meeting notice may be conducted at a special shareholders' meeting.

*Section 3. Place of Meetings.* All meetings of shareholders shall be held at the principal office of the Corporation unless a different place is specified in the notice of the meeting or the meeting is held solely by means of remote communication in accordance with Section 11 of this Article.

*Section 4. Requirement of Notice.* A written notice of the date, time, and place of each annual and special shareholders' meeting describing the purposes of the meeting shall be given to shareholders entitled to vote at the meeting (and, to the extent required by law or the Articles of Organization, to shareholders not entitled to vote at the meeting) no fewer than seven nor more than 60 days before the meeting date. If an annual or special meeting of shareholders is adjourned to a different date, time or place, notice need not be given of the new date, time or place if the new date, time or place, if any, is announced at the meeting before adjournment. If a new record date for the adjourned meeting is fixed, however, notice of the adjourned meeting shall be given under this Section to persons who are shareholders as of the new record date. All notices to shareholders shall conform to the requirements of Article III. 4

*Section 5. Waiver of Notice.* A shareholder may waive any notice required by law, the Articles of Organization, or these Bylaws before or after the date and time stated in the notice. The waiver shall be in writing, be signed by the shareholder entitled to the notice, and be delivered to the Corporation for inclusion with the records of the meeting. A shareholder's attendance at a meeting: (a) waives objection to lack of notice or defective notice of the meeting, unless the shareholder at the beginning of the meeting objects to holding the meeting or transacting business at the meeting; and (b) waives objection to consideration of a particular matter at the meeting that is not within the purpose or purposes described in the meeting notice, unless the shareholder objects to considering the matter when it is presented.

*Section 6. Quorum.* (a) Unless otherwise provided by law, or in the Articles of Organization, these Bylaws or a resolution of the Directors requiring satisfaction of a greater quorum requirement for any

voting group, a majority of the votes entitled to be cast on the matter by a voting group constitutes a quorum of that voting group for action on that matter. As used in these Bylaws, a voting group includes all shares of one or more classes or series that, under the Articles of Organization or the Massachusetts Business Corporation Act, as in effect from time to time (the "MBCA"), are entitled to vote and to be counted together collectively on a matter at a meeting of shareholders. (b) A share once represented for any purpose at a meeting is deemed present for quorum purposes for the remainder of the meeting and for any adjournment of that meeting unless (1) the shareholder attends solely to object to lack of notice, defective notice or the conduct of the meeting on other grounds and does not vote the shares or otherwise consent that they are to be deemed present, or (2) in the case of an adjournment, a new record date is or shall be set for that adjourned meeting.

*Section 7. Voting and Proxies.* Unless the Articles of Organization provide otherwise, each outstanding share, regardless of class, is entitled to one vote on each matter voted on at a shareholders' meeting. A shareholder may vote his or her shares in person or may appoint a proxy to vote or otherwise act for him or her by signing an appointment form, either personally or by his or her attorney-in-fact. An appointment of a proxy is effective when received by the Secretary or other officer or agent authorized to tabulate votes. Unless otherwise provided in the appointment form, an appointment is valid for a period of 11 months from the date the shareholder signed the form or, if it is undated, from the date of its receipt by the officer or agent. An appointment of a proxy is revocable by the shareholder unless the appointment form conspicuously states that it is irrevocable and the appointment is coupled with an interest, as defined in the MBCA. An appointment made irrevocable is revoked when the interest with which it is coupled is extinguished. The death or incapacity of the shareholder appointing a proxy shall not affect the right of the Corporation to accept the proxy's authority unless notice of the death or incapacity is received by the Secretary or other officer or agent authorized to tabulate votes before the proxy exercises his or her authority under the appointment. A transferee for value of shares subject to an irrevocable appointment may revoke the appointment if he or she did not know of its existence when he or she acquired the shares and the existence of the irrevocable appointment was not noted conspicuously on the certificate representing the shares or on the information statement for shares without certificates. Subject to the provisions of Section 7.24 of the MBCA and to any express limitation on the proxy's authority appearing on the face of the appointment form, the Corporation is entitled to accept the proxy's vote or other action as that of the shareholder making the appointment.

*Section 8. Action at Meeting.* If a quorum of a voting group exists, favorable action on a matter, other than the election of Directors, is taken by a voting group if the votes cast within the group favoring the action exceed the votes cast opposing the action, unless a greater number of affirmative votes is required by law, or the Articles of Organization, these Bylaws or a resolution of the Board of Directors requiring receipt of a greater affirmative vote of the shareholders, including more separate voting groups. Directors are elected by a plurality of the votes cast by the shares entitled to vote in the election at a meeting at which a quorum is present. No ballot shall be required for such election unless requested by a shareholder present or represented at the meeting and entitled to vote in the election.

*Section 9. Action without Meeting by Written Consent.* (a) Action taken at a shareholders' meeting may be taken without a meeting if the action is taken either: (1) by all shareholders entitled to vote on the action; or (2) to the extent permitted by the Articles of Organization, by shareholders having not less than the minimum number of votes necessary to take the action at a meeting at which all shareholders entitled to vote on the action are present and voting. The action shall be evidenced by one or more written consents that describe the action taken, are signed by shareholders having the requisite votes, bear the date of the signatures of such shareholders, and are delivered to the Corporation for inclusion with the records of



meetings within 60 days of the earliest dated consent delivered to the Corporation as required by this Section. A consent signed under this Section has the effect of a vote at a meeting.

(b) If action is to be taken pursuant to the consent of voting shareholders without a meeting, the Corporation, at least seven days before the action pursuant to the consent is taken, shall give notice, which complies in form with the requirements of Article III, of the action (1) to nonvoting shareholders in any case where such notice would be required by law if the action were to be taken pursuant to a vote by voting shareholders at a meeting, and (2) if the action is to be taken pursuant to the consent of less than all the shareholders entitled to vote on the matter, to all shareholders entitled to vote who did not consent to the action. The notice shall contain, or be accompanied by, the same material that would have been required by law to be sent to shareholders in or with the notice of a meeting at which the action would have been submitted to the shareholders for approval.

*Section 10. Record Date.* The Directors may fix the record date in order to determine the shareholders entitled to notice of a shareholders' meeting, to demand a special meeting, to vote, or to take any other action. If a record date for a specific action is not fixed by the Board of Directors, and is not supplied by law, the record date shall be the close of business either on the day before the first notice is sent to shareholders, or, if no notice is sent, on the day before the meeting or, in the case of action without a meeting by written consent, the date the first shareholder signs the consent. A record date fixed under this Section may not be more than 70 days before the meeting or action requiring a determination of shareholders. A determination of shareholders entitled to notice of or to vote at a shareholders' meeting is effective for any adjournment of the meeting unless the Board of Directors fixes a new record date, which it shall do if the meeting is adjourned to a date more than 120 days after the date fixed for the original meeting.

*Section 11. Meetings by Remote Communications.* Unless otherwise provided in the Articles of Organization, if authorized by the Directors: any annual or special meeting of shareholders need not be held at any place but may instead be held solely by means of remote communication; and subject to such guidelines and procedures as the Board of Directors may adopt, shareholders and proxyholders not physically present at a meeting of shareholders may, by means of remote communications: (a) participate in a meeting of shareholders; and (b) be deemed present in person and vote at a meeting of shareholders whether such meeting is to be held at a designated place or solely by means of remote communication, provided that: (1) the Corporation shall implement reasonable measures to verify that each person deemed present and permitted to vote at the meeting by means of remote communication is a shareholder or proxyholder; (2) the Corporation shall implement reasonable measures to provide such shareholders and proxyholders a reasonable opportunity to participate in the meeting and to vote on matters submitted to the shareholders, including an opportunity to read or hear the proceedings of the meeting substantially concurrently with such proceedings; and (3) if any shareholder or proxyholder votes or takes other action at the meeting by means of remote communication, a record of such vote or other action shall be maintained by the Corporation.

*Section 12. Form of Shareholder Action.*(a) Any vote, consent, waiver, proxy appointment or other action by a shareholder or by the proxy or other agent of any shareholder shall be considered given in writing, dated and signed, if, in lieu of any other means permitted by law, it consists of an electronic transmission that sets forth or is delivered with information from which the Corporation can determine (i) that the electronic transmission was transmitted by the shareholder, proxy or agent or by a person authorized to act for the shareholder, proxy or agent; and (ii) the date on which such shareholder, proxy, agent or authorized person transmitted the electronic transmission. The date on which the electronic transmission is transmitted shall be considered to be the date on which it was signed. The electronic transmission shall

be considered received by the Corporation if it has been sent to any address specified by the Corporation for the purpose or, if no address has been specified, to the principal office of the Corporation, addressed to the Secretary or other officer or agent having custody of the records of proceedings of shareholders.

(b) Any copy, facsimile or other reliable reproduction of a vote, consent, waiver, proxy appointment or other action by a shareholder or by the proxy or other agent of any shareholder may be substituted or used in lieu of the original writing for any purpose for which the original writing could be used, but the copy, facsimile or other reproduction shall be a complete reproduction of the entire original writing.

*Section 13. Shareholders List for Meeting.* (a) After fixing a record date for a shareholders' meeting, the Corporation shall prepare an alphabetical list of the names of all its shareholders who are entitled to notice of the meeting. The list shall be arranged by voting group, and within each voting group by class or series of shares, and show the address of and number of shares held by each shareholder, but need not include an electronic mail address or other electronic contact information for any shareholder.

(b) The shareholders list shall be available for inspection by any shareholder, beginning two business days after notice is given of the meeting for which the list was prepared and continuing through the meeting: (1) at the Corporation's principal office or at a place identified in the meeting notice in the city where the meeting will be held; or (2) on a reasonably accessible electronic network, provided that the information required to gain access to such list is provided with the notice of the meeting. If the meeting is to be held solely by means of remote communication, the list shall be made available on an electronic network.

(c) A shareholder, his or her agent, or attorney is entitled on written demand to inspect and, subject to the requirements of Section 2(c) of Article VI of these Bylaws, to copy the list, during regular business hours and at his or her expense, during the period it is available for inspection.

(d) The Corporation shall make the shareholders list available at the meeting, and any shareholder or his or her agent or attorney is entitled to inspect the list at any time during the meeting or any adjournment.

## **ARTICLE II-- DIRECTORS**

*Section 1. Powers.* All corporate power shall be exercised by or under the authority of, and the business and affairs of the Corporation shall be managed under the direction of, its Board of Directors.

*Section 2. Number and Election.* The Board of Directors shall consist of one or more individuals, with the number fixed by the shareholders at the annual meeting or by the Board of Directors, but, unless otherwise provided in the Articles of Organization, if the Corporation has more than one shareholder, the number of Directors shall not be less than three, except that whenever there shall be only two shareholders, the number of Directors shall not be less than two. Except as otherwise provided in these Bylaws or the Articles of Organization, the Directors shall be elected by the shareholders at the annual meeting.

*Section 3. Vacancies.* If a vacancy occurs on the Board of Directors, including a vacancy resulting from an increase in the number of Directors: (a) the shareholders may fill the vacancy; (b) the Board of Directors may fill the vacancy; or (c) if the Directors remaining in office constitute fewer than a quorum of the Board, they may fill the vacancy by the affirmative vote of a majority of all the Directors remaining



in office. A vacancy that will occur at a specific later date may be filled before the vacancy occurs but the new Director may not take office until the vacancy occurs.

*Section 4. Change in Size of the Board of Directors.* The number of Directors may be fixed or changed from time to time by the shareholders or the Board of Directors, and the Board of Directors may increase or decrease the number of Directors last approved by the shareholders.

*Section 5. Tenure.* The terms of all Directors shall expire at the next annual shareholders' meeting following their election. A decrease in the number of Directors does not shorten an incumbent Director's term. The term of a Director elected to fill a vacancy shall expire at the next shareholders' meeting at which Directors are elected. Despite the expiration of a Director's term, he or she shall continue to serve until his or her successor is elected and qualified or until there is a decrease in the number of Directors.

*Section 6. Resignation.* A Director may resign at any time by delivering written notice of resignation to the Board of Directors, its chairman, or to the Corporation. A resignation is effective when the notice is delivered unless the notice specifies a later effective date.

*Section 7. Removal.* The shareholders may remove one or more Directors with or without cause. A Director may be removed for cause by the Directors by vote of a majority of the Directors then in office. A Director may be removed by the shareholders or the Directors only at a meeting called for the purpose of removing him or her, and the meeting notice must state that the purpose, or one of the purposes, of the meeting is removal of the Director.

*Section 8. Regular Meetings.* Regular meetings of the Board of Directors may be held at such times and places as shall from time to time be fixed by the Board of Directors without notice of the date, time, place or purpose of the meeting.

*Section 9. Special Meetings.* Special meetings of the Board of Directors may be called by the President, by the Secretary, by any two Directors, or by one Director in the event that there is only one Director.

*Section 10. Notice.* Special meetings of the Board must be preceded by at least two days' notice of the date, time and place of the meeting. The notice need not describe the purpose of the special meeting. All notices to Directors shall conform to the requirements of Article III.

*Section 11. Waiver of Notice.* A Director may waive any notice before or after the date and time of the meeting. The waiver shall be in writing, signed by the Director entitled to the notice, or in the form of an electronic transmission by the Director to the Corporation, and filed with the minutes or corporate records. A Director's attendance at or participation in a meeting waives any required notice to him or her of the meeting unless the Director at the beginning of the meeting, or promptly upon his or her arrival, objects to holding the meeting or transacting business at the meeting and does not thereafter vote for or assent to action taken at the meeting.

*Section 12. Quorum.* A quorum of the Board of Directors consists of a majority of the Directors then in office, provided always that any number of Directors (whether one or more and whether or not constituting a quorum) constituting a majority of Directors present at any meeting or at any adjourned meeting may make any reasonable adjournment thereof.

*Section 13. Action at Meeting.* If a quorum is present when a vote is taken, the affirmative vote of a majority of Directors present is the act of the Board of Directors. A Director who is present at a meeting

of the Board of Directors or a committee of the Board of Directors when corporate action is taken is considered to have assented to the action taken unless: (a) he or she objects at the beginning of the meeting, or promptly upon his or her arrival, to holding it or transacting business at the meeting; (b) his or her dissent or abstention from the action taken is entered in the minutes of the meeting; or (c) he or she delivers written notice of his or her dissent or abstention to the presiding officer of the meeting before its adjournment or to the Corporation immediately after adjournment of the meeting. The right of dissent or abstention is not available to a Director who votes in favor of the action taken.

*Section 14. Action Without Meeting.* Any action required or permitted to be taken by the Directors may be taken without a meeting if the action is taken by the unanimous consent of the members of the Board of Directors. The action must be evidenced by one or more consents describing the action taken, in writing, signed by each Director, or delivered to the Corporation by electronic transmission, to the address specified by the Corporation for the purpose or, if no address has been specified, to the principal office of the Corporation, addressed to the Secretary or other officer or agent having custody of the records of proceedings of Directors, and included in the minutes or filed with the corporate records reflecting the action taken. Action taken under this Section is effective when the last Director signs or delivers the consent, unless the consent specifies a different effective date. A consent signed or delivered under this Section has the effect of a meeting vote and may be described as such in any document.

*Section 15. Telephone Conference Meetings.* The Board of Directors may permit any or all Directors to participate in a regular or special meeting by, or conduct the meeting through the use of, any means of communication by which all Directors participating may simultaneously hear each other during the meeting. A Director participating in a meeting by this means is considered to be present in person at the meeting.

*Section 16. Committees.* The Board of Directors may create one or more committees and appoint members of the Board of Directors to serve on them. Each committee may have one or more members, who serve at the pleasure of the Board of Directors. The creation of a committee and appointment of members to it must be approved by a majority of all the Directors in office when the action is taken. Article III and Sections 10 through 15 of this Article shall apply to committees and their members. To the extent specified by the Board of Directors, each committee may exercise the authority of the Board of Directors. A committee may not, however: (a) authorize distributions; (b) approve or propose to shareholders action that the MBCA requires be approved by shareholders; (c) change the number of the Board of Directors, remove Directors from office or fill vacancies on the Board of Directors; (d) amend the Articles of Organization; (e) adopt, amend or repeal Bylaws; or (f) authorize or approve reacquisition of shares, except according to a formula or method prescribed by the Board of Directors. The creation of, delegation of authority to, or action by a committee does not alone constitute compliance by a Director with the standards of conduct described in Section 18 of this Article.

*Section 17. Compensation.* The Board of Directors may fix the compensation of Directors.

*Section 18. Standard of Conduct for Directors.* (a) A Director shall discharge his or her duties as a Director, including his or her duties as a member of a committee: (1) in good faith; (2) with the care that a person in a like position would reasonably believe appropriate under similar circumstances; and (3) in a manner the Director reasonably believes to be in the best interests of the Corporation. In determining what the Director reasonably believes to be in the best interests of the Corporation, a Director may consider the interests of the Corporation's employees, suppliers, creditors and customers, the economy of the state, the region and the nation, community and societal considerations, and the long-term and short-

term interests of the Corporation and its shareholders, including the possibility that these interests may be best served by the continued independence of the Corporation.

(b) In discharging his or her duties, a Director who does not have knowledge that makes reliance unwarranted is entitled to rely on information, opinions, reports, or statements, including financial statements and other financial data, if prepared or presented by: (1) one or more officers or employees of the Corporation whom the Director reasonably believes to be reliable and competent with respect to the information, opinions, reports or statements presented; (2) legal counsel, public accountants, or other persons retained by the Corporation, as to matters involving skills or expertise the Director reasonably believes are matters (i) within the particular person's professional or expert competence or (ii) as to which the particular person merits confidence; or (3) a committee of the Board of Directors of which the Director is not a member if the Director reasonably believes the committee merits confidence.

(c) A Director is not liable for any action taken as a Director, or any failure to take any action, if he or she performed the duties of his or her office in compliance with this Section.

#### *Section 19. Conflict of Interest.*

(a) A conflict of interest transaction is a transaction with the Corporation in which a Director of the Corporation has a material direct or indirect interest. A conflict of interest transaction is not voidable by the Corporation solely because of the Director's interest in the transaction if any one of the following is true: (1) the material facts of the transaction and the Director's interest were disclosed or known to the Board of Directors or a committee of the Board of Directors and the Board of Directors or committee authorized, approved, or ratified the transaction; (2) the material facts of the transaction and the Director's interest were disclosed or known to the shareholders entitled to vote and they authorized, approved, or ratified the transaction; or (3) the transaction was fair to the Corporation.

(b) For purposes of this Section, and without limiting the interests that may create conflict of interest transactions, a Director of the Corporation has an indirect interest in a transaction if: (1) another entity in which he or she has a material financial interest or in which he or she is a general partner is a party to the transaction; or (2) another entity of which he or she is a director, officer, or trustee or in which he or she holds another position is a party to the transaction and the transaction is or should be considered by the Board of Directors of the Corporation.

(c) For purposes of clause (1) of subsection (a), a conflict of interest transaction is authorized, approved, or ratified if it receives the affirmative vote of a majority of the Directors on the Board of Directors (or on the committee) who have no direct or indirect interest in the transaction, but a transaction may not be authorized, approved, or ratified under this Section by a single Director. If a majority of the Directors who have no direct or indirect interest in the transaction vote to authorize, approve, or ratify the transaction, a quorum is present for the purpose of taking action under this Section. The presence of, or a vote cast by, a Director with a direct or indirect interest in the transaction does not affect the validity of any action taken under clause (1) of subsection (a) if the transaction is otherwise authorized, approved, or ratified as provided in that subsection.

(d) For purposes of clause (2) of subsection (a), a conflict of interest transaction is authorized, approved, or ratified if it receives the vote of a majority of the shares entitled to be counted under this subsection. Shares owned by or voted under the control of a Director who has a direct or indirect interest in the transaction, and shares owned by or voted under the control of an entity described in clause (1) of subsection (b), may not be counted in a vote of shareholders to determine whether to authorize, approve,



or ratify a conflict of interest transaction under clause (2) of subsection (a). The vote of those shares, however, is counted in determining whether the transaction is approved under other Sections of these Bylaws. A majority of the shares, whether or not present, that are entitled to be counted in a vote on the transaction under this subsection constitutes a quorum for the purpose of taking action under this Section.

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*Section 20. Loans to Directors.* The Corporation may not lend money to, or guarantee the obligation of a Director of, the Corporation unless: (a) the specific loan or guarantee is approved by a majority of the votes represented by the outstanding voting shares of all classes, voting as a single voting group, except the votes of shares owned by or voted under the control of the benefited Director; or (b) the Corporation's Board of Directors determines that the loan or guarantee benefits the Corporation and either approves the specific loan or guarantee or a general plan authorizing loans and guarantees. The fact that a loan or guarantee is made in violation of this Section shall not affect the borrower's liability on the loan.

### **ARTICLE III-- MANNER OF NOTICE**

All notices hereunder shall conform to the following requirements:

(a) Notice shall be in writing unless oral notice is reasonable under the circumstances. Notice by electronic transmission is written notice.

(b) Notice may be communicated in person; by telephone, voice mail, telegraph, teletype, or other electronic means; by mail; by electronic transmission; or by messenger or delivery service. If these forms of personal notice are impracticable, notice may be communicated by a newspaper of general circulation in the area where published; or by radio, television, or other form of public broadcast communication.

(c) Written notice, other than notice by electronic transmission, if in a comprehensible form, is effective upon deposit in the United States mail, if mailed postpaid and correctly addressed to the shareholder's address shown in the Corporation's current record of shareholders.

(d) Written notice by electronic transmission, if in comprehensible form, is effective: (1) if by facsimile telecommunication, when directed to a number furnished by the shareholder for the purpose; (2) if by electronic mail, when directed to an electronic mail address furnished by the shareholder for the purpose; (3) if by a posting on an electronic network together with separate notice to the shareholder of such specific posting, directed to an electronic mail address furnished by the shareholder for the purpose, upon the later of (i) such posting and (ii) the giving of such separate notice; and (4) if by any other form of electronic transmission, when directed to the shareholder in such manner as the shareholder shall have specified to the Corporation. An affidavit of the Secretary or an Assistant Secretary of the Corporation, the transfer agent or other agent of the Corporation that the notice has been given by a form of electronic transmission shall, in the absence of fraud, be prima facie evidence of the facts stated therein.

(e) Except as provided in subsection (c), written notice, other than notice by electronic transmission, if in a comprehensible form, is effective at the earliest of the following: (1) when received; (2) five days after its deposit in the United States mail, if mailed postpaid and correctly addressed; (3) on the date shown on the return receipt, if sent by registered or certified mail, return receipt requested; or if sent by messenger or delivery service, on the date shown on the return receipt signed by or on behalf of the addressee; or (4) on the date of publication if notice by publication is permitted.

(f) Oral notice is effective when communicated if communicated in a comprehensible manner.

## ARTICLE IV-- OFFICERS

*Section 1. Enumeration.* The Corporation shall have a President, a Treasurer, a Secretary and such other officers as may be appointed by the Board of Directors from time to time in accordance with these Bylaws. The Board may appoint one of its members to the office of Chairman of the Board and from time to time define the powers and duties of that office notwithstanding any other provisions of these Bylaws.

*Section 2. Appointment.* The officers shall be appointed by the Board of Directors. A duly appointed officer may appoint one or more officers or assistant officers if authorized by the Board of Directors. Each officer has the authority and shall perform the duties set forth in these Bylaws or, to the extent consistent with these Bylaws, the duties prescribed by the Board of Directors or by direction of an officer authorized by the Board of Directors to prescribe the duties of other officers.

*Section 3. Qualification.* The same individual may simultaneously hold more than one office in the Corporation.

*Section 4. Tenure.* Officers shall hold office until the first meeting of the Directors following the next annual meeting of shareholders after their appointment and until their respective successors are duly appointed, unless a shorter or longer term is specified in the vote appointing them.

*Section 5. Resignation.* An officer may resign at any time by delivering notice of the resignation to the Corporation. A resignation is effective when the notice is delivered unless the notice specifies a later effective date. If a resignation is made effective at a later date and the Corporation accepts the future effective date, the Board of Directors may fill the pending vacancy before the effective date if the Board of Directors provides that the successor shall not take office until the effective date. An officer's resignation shall not affect the Corporation's contract rights, if any, with the officer.

*Section 6. Removal.* The Board of Directors may remove any officer at any time with or without cause. The appointment of an officer shall not itself create contract rights. An officer's removal shall not affect the officer's contract rights, if any, with the Corporation.

*Section 7. President.* The President when present shall preside at all meetings of the shareholders and, if there is no Chairman of the Board of Directors, of the Directors. He or she shall be the chief executive officer of the Corporation except as the Board of Directors may otherwise provide. The President shall perform such duties and have such powers additional to the foregoing as the Directors shall designate.

*Section 8. Treasurer.* The Treasurer shall, subject to the direction of the Directors, have general charge of the financial affairs of the Corporation and shall cause to be kept accurate books of accounts. He or she shall have custody of all funds, securities, and valuable documents of the Corporation, except as the Directors may otherwise provide. The Treasurer shall perform such duties and have such powers additional to the foregoing as the Directors may designate.

*Section 9. Secretary.* The Secretary shall have responsibility for preparing minutes of the Directors' and shareholders' meetings and for authenticating records of the Corporation. The Secretary shall perform such duties and have such powers additional to the foregoing as the Directors shall designate.

*Section 10. Standards Of Conduct for Officers.* An officer shall discharge his or her duties: (a) in good faith; (b) with the care that a person in a like position would reasonably exercise under similar circumstances; and (c) in a manner the officer reasonably believes to be in the best interests of the

Corporation. In discharging his or her duties, an officer, who does not have knowledge that makes reliance unwarranted, is entitled to rely on information, opinions, reports, or statements, including financial statements and other financial data, if prepared or presented by: (1) one or more officers or employees of the Corporation whom the officer reasonably believes to be reliable and competent with respect to the information, opinions, reports or statements presented; or (2) legal counsel, public accountants, or other persons retained by the Corporation as to matters involving skills or expertise the officer reasonably believes are matters (i) within the particular person's professional or expert competence or (ii) as to which the particular person merits confidence. An officer shall not be liable to the Corporation or its shareholders for any decision to take or not to take any action taken, or any failure to take any action, as an officer, if the duties of the officer are performed in compliance with this Section.

## **ARTICLE V-- PROVISIONS RELATING TO SHARES**

*Section 1. Issuance and Consideration.* The Board of Directors may issue the number of shares of each class or series authorized by the Articles of Organization. The Board of Directors may authorize shares to be issued for consideration consisting of any tangible or intangible property or benefit to the Corporation, including cash, promissory notes, services performed, contracts for services to be performed, or other securities of the Corporation. Before the Corporation issues shares, the Board of Directors shall determine that the consideration received or to be received for shares to be issued is adequate. The Board of Directors shall determine the terms upon which the rights, options, or warrants for the purchase of shares or other securities of the Corporation are issued and the terms, including the consideration, for which the shares or other securities are to be issued.

*Section 2. Share Certificates.* If shares are represented by certificates, at a minimum each share certificate shall state on its face: (a) the name of the Corporation and that it is organized under the laws of The Commonwealth of Massachusetts; (b) the name of the person to whom issued; and (c) the number and class of shares and the designation of the series, if any, the certificate represents. If different classes of shares or different series within a class are authorized, then the variations in rights, preferences and limitations applicable to each class and series, and the authority of the Board of Directors to determine variations for any future class or series, must be summarized on the front or back of each certificate. Alternatively, each certificate may state conspicuously on its front or back that the Corporation will furnish the shareholder this information on request in writing and without charge. Each share certificate shall be signed, either manually or in facsimile, by the President or a Vice President and by the Treasurer or an Assistant Treasurer, or any two officers designated by the Board of Directors, and shall bear the corporate seal or its facsimile. If the person who signed, either manually or in facsimile, a share certificate no longer holds office when the certificate is issued, the certificate shall be nevertheless valid.

*Section 3. Uncertificated Shares.* The Board of Directors may authorize the issue of some or all of the shares of any or all of the Corporation's classes or series without certificates. The authorization shall not affect shares already represented by certificates until they are surrendered to the Corporation. Within a reasonable time after the issue or transfer of shares without certificates, the Corporation shall send the shareholder a written statement of the information required by the MBCA to be on certificates.

*Section 4. Record and Beneficial Owners.* The Corporation shall be entitled to treat as the shareholder the person in whose name shares are registered in the records of the Corporation or, if the Board of Directors has established a procedure by which the beneficial owner of shares that are registered in the name of a nominee will be recognized by the Corporation as a shareholder, the beneficial owner of shares to the extent of the rights granted by a nominee certificate on file with the Corporation.



*Section 5. Lost or Destroyed Certificates.* The Board of Directors of the Corporation may, subject to Massachusetts General Laws, Chapter 106, Section 8-405, determine the conditions upon which a new share certificate may be issued in place of any certificate alleged to have been lost, destroyed, or wrongfully taken. The Board of Directors may, in its discretion, require the owner of such share certificate, or his or her legal representative, to give a bond, sufficient in its opinion, with or without surety, to indemnify the Corporation against any loss or claim which may arise by reason of the issue of the new certificate.

## **ARTICLE VI-- CORPORATE RECORDS**

### *Section 1. Records to be Kept.*

(a) The Corporation shall keep as permanent records minutes of all meetings of its shareholders and Board of Directors, a record of all actions taken by the shareholders or Board of Directors without a meeting, and a record of all actions taken by a committee of the Board of Directors in place of the Board of Directors on behalf of the Corporation. The Corporation shall maintain appropriate accounting records. The Corporation or its agent shall maintain a record of its shareholders, in a form that permits preparation of a list of the names and addresses of all shareholders, in alphabetical order by class of shares showing the number and class of shares held by each. The Corporation shall maintain its records in written form or in another form capable of conversion into written form within a reasonable time.

(b) The Corporation shall keep within The Commonwealth of Massachusetts a copy of the following records at its principal office or an office of its transfer agent or of its Secretary or Assistant Secretary or of its registered agent:

(i) its Articles or Restated Articles of Organization and all amendments to them currently in effect;

(ii) its Bylaws or restated Bylaws and all amendments to them currently in effect;

(iii) resolutions adopted by its Board of Directors creating one or more classes or series of shares, and fixing their relative rights, preferences, and limitations, if shares issued pursuant to those resolutions are outstanding;

(iv) the minutes of all shareholders' meetings, and records of all action taken by shareholders without a meeting, for the past three years;

(v) all written communications to shareholders generally within the past three years, including the financial statements furnished under Section 16.20 of the MBCA for the past three years;

(vi) a list of the names and business addresses of its current Directors and officers; and

(vii) its most recent annual report delivered to the Massachusetts Secretary of State.

### *Section 2. Inspection of Records by Shareholders.*

(a) A shareholder is entitled to inspect and copy, during regular business hours at the office where they are maintained pursuant to Section 1(b) of this Article, copies of any of the records of the

Corporation described in said Section if he or she gives the Corporation written notice of his or her demand at least five business days before the date on which he or she wishes to inspect and copy.

(b) A shareholder is entitled to inspect and copy, during regular business hours at a reasonable location specified by the Corporation, any of the following records of the Corporation if the shareholder meets the requirements of subsection (c) and gives the Corporation written notice of his or her demand at least five business days before the date on which he or she wishes to inspect and copy:

(1) excerpts from minutes reflecting action taken at any meeting of the Board of Directors, records of any action of a committee of the Board of Directors while acting in place of the Board of Directors on behalf of the Corporation, minutes of any meeting of the shareholders, and records of action taken by the shareholders or Board of Directors without a meeting, to the extent not subject to inspection under subsection (a) of this Section;

(2) accounting records of the Corporation, but if the financial statements of the Corporation are audited by a certified public accountant, inspection shall be limited to the financial statements and the supporting schedules reasonably necessary to verify any line item on those statements; and

(3) the record of shareholders described in Section 1(a) of this Article.

(c) A shareholder may inspect and copy the records described in subsection (b) only if:

(1) his or her demand is made in good faith and for a proper purpose;

(2) he or she describes with reasonable particularity his or her purpose and the records he or she desires to inspect;

(3) the records are directly connected with his or her purpose; and

(4) the Corporation shall not have determined in good faith that disclosure of the records sought would adversely affect the Corporation in the conduct of its business.

(d) For purposes of this Section, "shareholder" includes a beneficial owner whose shares are held in a voting trust or by a nominee on his or her behalf.

### *Section 3. Scope of Inspection Right.*

(a) A shareholder's agent or attorney has the same inspection and copying rights as the shareholder represented.

(b) The Corporation may, if reasonable, satisfy the right of a shareholder to copy records under Section 2 of this Article by furnishing to the shareholder copies by photocopy or other means chosen by the Corporation including copies furnished through an electronic transmission.

(c) The Corporation may impose a reasonable charge, covering the costs of labor, material, transmission and delivery, for copies of any documents provided to the shareholder. The charge may not exceed the estimated cost of production, reproduction, transmission or delivery of the records.

(d) The Corporation may comply at its expense, with a shareholder's demand to inspect the record of shareholders under Section 2(b)(3) of this Article by providing the shareholder with a list of shareholders that was compiled no earlier than the date of the shareholder's demand.

(e) The Corporation may impose reasonable restrictions on the use or distribution of records by the demanding shareholder.

*Section 4. Inspection of Records by Directors.* A Director is entitled to inspect and copy the books, records and documents of the Corporation at any reasonable time to the extent reasonably related to the performance of the Director's duties as a Director, including duties as a member of a committee, but not for any other purpose or in any manner that would violate any duty to the Corporation.

## **ARTICLE VII-- INDEMNIFICATION**

*Section 1. Definitions.* In this Article the following words shall have the following meanings unless the context requires otherwise:

"Corporation," includes any domestic or foreign predecessor entity of the Corporation in a merger.

"Director" or "officer," an individual who is or was a Director or officer, respectively, of the Corporation or who, while a Director or officer of the Corporation, is or was serving at the Corporation's request as a director, officer, partner, trustee, employee, or agent of another domestic or foreign corporation, partnership, joint venture, trust, employee benefit plan, or other entity. A Director or officer is considered to be serving an employee benefit plan at the Corporation's request if his or her duties to the Corporation also impose duties on, or otherwise involve services by, him or her to the plan or to participants in or beneficiaries of the plan. "Director" or "officer" includes, unless the context requires otherwise, the estate or personal representative of a Director or officer.

"Disinterested Director," a Director who, at the time of a vote or selection referred to in Section 4 of this Article, is not (i) a party to the proceeding, or (ii) an individual having a familial, financial, professional, or employment relationship with the Director whose indemnification or advance for expenses is the subject of the decision being made, which relationship would, in the circumstances, reasonably be expected to exert an influence on the Director's judgment when voting on the decision being made.

"Expenses," includes counsel fees.

"Liability," the obligation to pay a judgment, settlement, penalty, fine including an excise tax assessed with respect to an employee benefit plan, or reasonable expenses incurred with respect to a proceeding.

"Party," an individual who was, is, or is threatened to be made, a defendant or respondent in a proceeding.

"Proceeding," any threatened, pending, or completed action, suit, or proceeding, whether civil, criminal, administrative, arbitrative, or investigative and whether formal or informal.

*Section 2. Indemnification of Directors and Officers.*

(a) Except as otherwise provided in this Section, the Corporation shall indemnify to the fullest extent permitted by law an individual who is a party to a proceeding because he or she is a Director or officer against liability incurred in the proceeding if: (1) (i) he or she conducted himself or herself in good faith; and (ii) he or she reasonably believed that his or her conduct was in the best interests of the Corporation or that his or her conduct was at least not opposed to the best interests of the Corporation; and (iii) in the case of any criminal proceeding, he or she had no reasonable cause to believe his or her conduct was unlawful; or (2) he or she engaged in conduct for which he or she shall not be liable under a provision of the Articles of Organization authorized by Section 2.02(b)(4) of the MBCA or any successor provision to such Section.

(b) A Director's or officer's conduct with respect to an employee benefit plan for a purpose he or she reasonably believed to be in the interests of the participants in, and the beneficiaries of, the plan is conduct that satisfies the requirement that his or her conduct was at least not opposed to the best interests of the Corporation.

(c) The termination of a proceeding by judgment, order, settlement, or conviction, or upon a plea of nolo contendere or its equivalent, is not, of itself, determinative that the Director or officer did not meet the relevant standard of conduct described in this Section.

(d) Unless ordered by a court, the Corporation may not indemnify a Director or officer under this Section if his or her conduct did not satisfy the standards set forth in subsection (a) or subsection (b).

*Section 3. Advance for Expenses.* The Corporation shall, before final disposition of a proceeding, advance funds to pay for or reimburse the reasonable expenses incurred by a Director or officer who is a party to a proceeding because he or she is a Director or officer if he or she delivers to the Corporation:

(a) a written affirmation of his or her good faith belief that he or she has met the relevant standard of conduct described in Section 2 of this Article or that the proceeding involves conduct for which liability has been eliminated under a provision of the Articles of Organization as authorized by Section 2.02(b)(4) of the MBCA or any successor provision to such Section; and

(b) his or her written undertaking to repay any funds advanced if he or she is not wholly successful, on the merits or otherwise, in the defense of such proceeding and it is ultimately determined pursuant to Section 4 of this Article or by a court of competent jurisdiction that he or she has not met the relevant standard of conduct described in Section 2 of this Article. Such undertaking must be an unlimited general obligation of the Director or officer but need not be secured and shall be accepted without reference to the financial ability of the Director or officer to make repayment.

*Section 4. Determination of Indemnification.* The determination of whether a Director has met the relevant standard of conduct set forth in Section 2 shall be made:

(a) if there are two or more disinterested Directors, by the Board of Directors by a majority vote of all the disinterested Directors, a majority of whom shall for such purpose constitute a quorum, or by a majority of the members of a committee of two or more disinterested Directors appointed by vote;

(b) by special legal counsel (1) selected in the manner prescribed in clause (a); or (2) if there are fewer than two disinterested Directors, selected by the Board of Directors, in which selection Directors who do not qualify as disinterested Directors may participate; or



(c) by the shareholders, but shares owned by or voted under the control of a Director who at the time does not qualify as a disinterested Director may not be voted on the determination.

*Section 5. Notification and Defense of Claim; Settlements.*

(a) In addition to and without limiting the foregoing provisions of this Article and except to the extent otherwise required by law, it shall be a condition of the Corporation's obligation to indemnify under Section 2 of this Article (in addition to any other condition provide in these Bylaws or by law) that the person asserting, or proposing to assert, the right to be indemnified, must notify the Corporation in writing as soon as practicable of any action, suit, proceeding or investigation involving such person for which indemnity will or could be sought, but the failure to so notify shall not affect the Corporation's objection to indemnify except to the extent the Corporation is adversely affected thereby. With respect to any proceeding of which the Corporation is so notified, the Corporation will be entitled to participate therein at its own expense and/or to assume the defense thereof at its own expense, with legal counsel reasonably acceptable to such person. After notice from the Corporation to such person of its election so to assume such defense, the Corporation shall not be liable to such person for any legal or other expenses subsequently incurred by such person in connection with such action, suit, proceeding or investigation other than as provided below in this subsection (a). Such person shall have the right to employ his or her own counsel in connection with such action, suit, proceeding or investigation, but the fees and expenses of such counsel incurred after notice from the Corporation of its assumption of the defense thereof shall be at the expense of such person unless (1) the employment of counsel by such person has been authorized by the Corporation, (2) counsel to such person shall have reasonably concluded that there may be a conflict of interest or position on any significant issue between the Corporation and such person in the conduct of the defense of such action, suit, proceeding or investigation or (3) the Corporation shall not in fact have employed counsel to assume the defense of such action, suit, proceeding or investigation, in each of which cases the fees and expenses of counsel for such person shall be at the expense of the Corporation, except as otherwise expressly provided by this Article. The Corporation shall not be entitled, without the consent of such person, to assume the defense of any claim brought by or in the right of the Corporation or as to which counsel for such person shall have reasonably made the conclusion provided for in clause (2) above.

(b) The Corporation shall not be required to indemnify such person under this Article for any amounts paid in settlement of any proceeding unless authorized in the same manner as the determination that indemnification is permissible under Section 4 of this Article, except that if there are fewer than two disinterested Directors, authorization of indemnification shall be made by the Board of Directors, in which authorization Directors who do not qualify as disinterested Directors may participate. The Corporation shall not settle any action, suit, proceeding or investigation in any manner which would impose any penalty or limitation on such person without such person's written consent. Neither the Corporation nor such person will unreasonably withhold their consent to any proposed settlement.

*Section 6. Insurance.* The Corporation may purchase and maintain insurance on behalf of an individual who is a Director or officer of the Corporation, or who, while a Director or officer of the Corporation, serves at the Corporation's request as a director, officer, partner, trustee, employee, or agent of another domestic or foreign corporation, partnership, joint venture, trust, employee benefit plan, or other entity, against liability asserted against or incurred by him or her in that capacity or arising from his or her status as a Director or officer, whether or not the Corporation would have power to indemnify or advance expenses to him or her against the same liability under this Article.

*Section 7. Application of this Article.*

(a) The Corporation shall not be obligated to indemnify or advance expenses to a Director or officer of a predecessor of the Corporation, pertaining to conduct with respect to the predecessor, unless otherwise specifically provided.

(b) This Article shall not limit the Corporation's power to (1) pay or reimburse expenses incurred by a Director or an officer in connection with his or her appearance as a witness in a proceeding at a time when he or she is not a party or (2) indemnify, advance expenses to or provide or maintain insurance on behalf of an employee or agent.

(c) The indemnification and advancement of expenses provided by, or granted pursuant to, this Article shall not be considered exclusive of any other rights to which those seeking indemnification or advancement of expenses may be entitled.

(d) Each person who is or becomes a Director or officer shall be deemed to have served or to have continued to serve in such capacity in reliance upon the indemnity provided for in this Article. All rights to indemnification under this Article shall be deemed to be provided by a contract between the Corporation and the person who serves as a Director or officer of the Corporation at any time while these Bylaws and the relevant provisions of the MBCA are in effect. Any repeal or modification thereof shall not affect any rights or obligations then existing.

(e) If the laws of The Commonwealth of Massachusetts are hereafter amended from time to time to increase the scope of permitted indemnification, indemnification hereunder shall be provided to the fullest extent permitted or required by any such amendment.

**ARTICLE VIII-- FISCAL YEAR**

The fiscal year of the Corporation shall be the year ending with December 31 in each year.

**ARTICLE IX-- AMENDMENTS**

(a) The power to make, amend or repeal these Bylaws shall be in the shareholders. If authorized by the Articles of Organization, the Board of Directors may also make, amend or repeal these Bylaws in whole or in part, except with respect to any provision thereof which by virtue of an express provision in the MBCA, the Articles of Organization, or these Bylaws, requires action by the shareholders.

(b) Not later than the time of giving notice of the meeting of shareholders next following the making, amending or repealing by the Board of Directors of any Bylaw, notice stating the substance of the action taken by the Board of Directors shall be given to all shareholders entitled to vote on amending the Bylaws. Any action taken by the Board of Directors with respect to the Bylaws may be amended or repealed by the shareholders.

(c) Approval of an amendment to the Bylaws that changes or deletes a quorum or voting requirement for action by shareholders must satisfy both the applicable quorum and voting requirements for action by shareholders with respect to amendment of these Bylaws and also the particular quorum and voting requirements sought to be changed or deleted.



(d) A Bylaw dealing with quorum or voting requirements for shareholders, including additional voting groups, may not be adopted, amended or repealed by the Board of Directors.

(e) A Bylaw that fixes a greater or lesser quorum requirement for action by the Board of Directors, or a greater voting requirement, than provided for by the MBCA may be amended or repealed by the shareholders, or by the Board of Directors if authorized pursuant to subsection (a).

(f) If the Board of Directors is authorized to amend the Bylaws, approval by the Board of Directors of an amendment to the Bylaws that changes or deletes a quorum or voting requirement for action by the Board of Directors must satisfy both the applicable quorum and voting requirements for action by the Board of Directors with respect to amendment of the Bylaws, and also the particular quorum and voting requirements sought to be changed or deleted.

**D**

# The Commonwealth of Massachusetts

William Francis Galvin  
Secretary of the Commonwealth  
One Ashburton Place, Boston, Massachusetts 02108-1512

FORM MUST BE TYPED

## Articles of Organization

FORM MUST BE TYPED

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

### ARTICLE I

The exact name of the corporation is:

SEVEN LEAF SISTERS, INC.

### ARTICLE II

Unless the articles of organization otherwise provide, all corporations formed pursuant to G.L. Chapter 156D have the purpose of engaging in any lawful business. Please specify if you want a more limited purpose:

To engage in applying for retail, cultivation and manufacturing licenses with the Cannabis Control Commission; to do all things incidental and necessary to the accomplishment of the foregoing purpose; and to engage in and carry on any other business or other activity permitted to a corporation organized under the Massachusetts Corporation Act.

### 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.

WITHOUT PAR VALUE		WITH PAR VALUE		
TYPE	NUMBER OF SHARES	TYPE	NUMBER OF SHARES	PAR VALUE
Common	275,000		None	

*\*G.L. Chapter 156D eliminates the concept of par value, however a corporation may specify par value in Article III. See G.L. Chapter 156D, Section 6.21, and the comments relative thereto.*

**ARTICLE IV**

Prior to the issuance of shares of any class or series, the articles of organization must set forth the preferences, limitations and relative rights of that class or series. The articles may also limit the type or specify the minimum amount of consideration for which shares of any class or series may be issued. Please set forth the preferences, limitations and relative rights of each class or series and, if desired, the required type and minimum amount of consideration to be received.

None.

**ARTICLE V**

The restrictions, if any, imposed by the articles of organization upon the transfer of shares of any class or series of stock are:

None.

**ARTICLE VI**

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

See Article VI on Attachment Sheet, attached hereto and incorporated herein.

*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 of the corporation is the date 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:

**ARTICLE VIII**

The information contained in this article is not a permanent part of the articles of organization.

- a. The street address of the initial registered office of the corporation in the commonwealth:  
37 Gregory Street, Marblehead, MA 01945
- b. The name of its initial registered agent at its registered office:  
Angela Arena Foster
- 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):

President: Angela Arena Foster

Treasurer: Angela Arena Foster

Secretary: Angela Arena Foster

Director(s): Angela Arena Foster

- d. The fiscal year end of the corporation:  
December
- e. A brief description of the type of business in which the corporation intends to engage:  
Applying for retail, cultivation and manufacturing licenses with the Cannabis Control Commission.
- f. The street address of the principal office of the corporation:  
37 Gregory Street, Marblehead, MA 01945
- g. The street address where the records of the corporation required to be kept in the commonwealth are located is:

37 Gregory Street, Marblehead, MA 01945, which is  
(number, street, city or town, state, zip code)

- ☒ its principal office;
- ☐ an office of its transfer agent;
- ☐ an office of its secretary/assistant secretary;
- ☐ its registered office.

Signed this 11th day of August, 2020 by the incorporator(s):

Signature: 

Name: Angela Arena Foster

Address: 37 Gregory Street, Marblehead, MA 01945

# **The Commonwealth of Massachusetts**

**William Francis Galvin**

Secretary of the Commonwealth

One Ashburton Place, Boston, Massachusetts 02108-1512

## **Attachment Sheet**

Continuation Sheet, Article VI

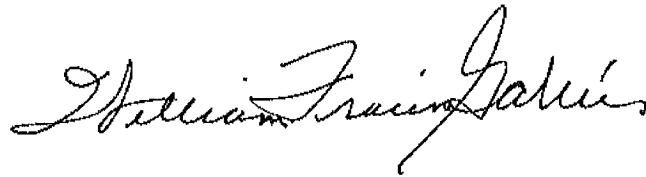
Article VI:

- (a) Meetings of the stockholders of the Corporation may be held anywhere in the United States.
- (b) The Corporation may be a partner to the maximum extent permitted by law.
- (c) The directors may make, amend or repeal by the Bylaws in whole or in part, except with respect to any provision thereof which applicable law or the Bylaws require action by the stockholders.
- (d) A director of this Corporation shall not be liable to this Corporation or its stockholders for monetary damages for breach of fiduciary duty as a director, except to the extent that such exculpation from liability is not permitted by the Massachusetts Business Corporation Law as it exists or may hereafter be amended. No amendment to or repeal of this provision shall apply to or have any effect on the liability of any director for or with respect to any acts or omissions of such director occurring prior to such amendment or repeal.

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:

August 11, 2020 01:01 PM

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

WILLIAM FRANCIS GALVIN

*Secretary of the Commonwealth*



**Certificate of Good Standing or Compliance from the Massachusetts  
Department of Unemployment Assistance Attestation Form**

Signed under the pains and penalties of perjury, I, Angela Foster, an

authorized representative of Seven Leaf Sisters, Inc. certify that

Seven Leaf Sisters, Inc. does not currently have employees and is therefore unable  
to register with the Massachusetts Department of Unemployment Assistance to obtain a Certificate  
of Good Standing or Compliance.



\_\_\_\_\_  
Signature of Agent

Date     01 / 16 / 2022

Name:    Angela Foster

Title:     President

Entity:    Seven Leaf Sisters, Inc.



# PARTAKE

BY KIND LAB

385 ATLANTIC AVE  
MARBLEHEAD, MA  
01945

## EXECUTIVE SUMMARY

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**Seven Leaf Sisters (dba Partake by Kind Lab)** is a marijuana retail and infused product manufacturer candidate in the Massachusetts' adult-use industry.

Thanks to early market advantage, strong community ties, and its management team's extensive experience in airlines, medical devices, healthcare and other heavily regulated industries, Seven Leaf Sisters is poised to become a major player in Massachusetts' billion-dollar legal cannabis industry.

As Massachusetts became the first state east of the Mississippi to launch an adult-use cannabis market, industry experts predict legal cannabis sales in the state could exceed \$1 billion in 2021.

However, because of demanding application requirements, financial burden, and reluctance of some municipalities, relatively few business ventures statewide are positioned to take advantage of this opportunity.

Seven Leaf Sisters is one of those ventures. In addition to its experienced leadership, Seven Leaf Sisters will be able to springboard off the success of its sister company, Kind Lab, which is currently operating in the hemp industry.

Seven Leaf Sisters will be a licensed manufacturer for Kind Lab, producing marijuana-infused versions of Kind Lab's product line under the DBA "Partake by Kind Lab", for which Kind Lab is already building a large, devoted customer base locally and nationally.

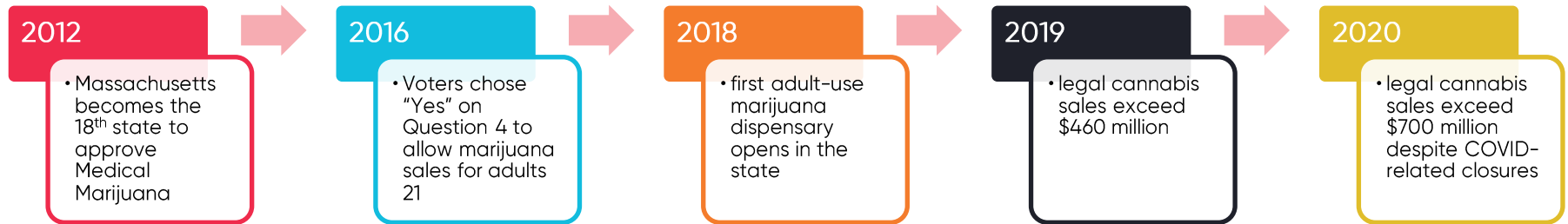
Kind Lab is currently running product manufacturing and retail operations, formulating and testing products, and validating the market through its quality hemp products that emphasize natural wellness.

It's also actively engaging with the local community through networks created with its prior brick & mortar retail store to build trust and establish a positive reputation to pave the way for Seven Leaf Sisters' local and state-level licensing process.

Based on Kind Lab's actual sales, as well as the growing trend of cannabis for wellness, the demand for marijuana infused versions of its products will be strong, and its customer base is already expressing a willingness to purchase.

Seven Leaf Sisters projections demonstrate an excellent future in the Massachusetts cannabis industry.

## ADULT USE MARIJUANA IN MASSACHUSETTS

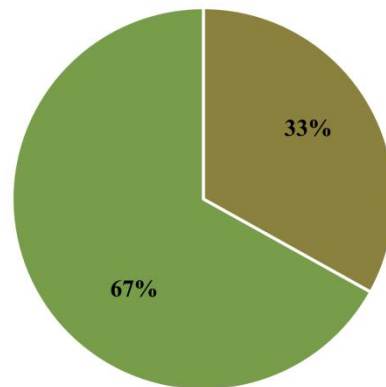


As of June 2020, adult-use sales generated \$122 million in tax revenue for the state and \$18 million for hosting municipalities

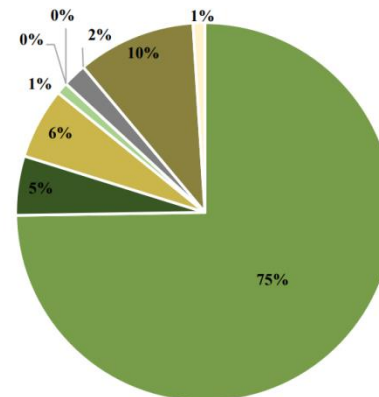
**Massachusetts has grown to a \$1 billion+ industry in 2021**

Over 800 adult-use marijuana licenses have been granted to date by the Cannabis Control Commission

### Massachusetts License Holder Statistics



■ Female  
■ Male



■ White  
■ Black or African American  
■ Hispanic, Latino, or Spanish  
■ Asian  
■ American Indian or Alaska Native <1%  
■ Middle Eastern or North African <1%  
■ Native Hawaiian or Other Pacific Islander <1%  
■ Identified as Two or More Ethnicities  
■ Declined to Answer  
■ Some Other Race or Ethnicity

## Angela Arena Foster

Angela is a native of Marblehead and founder of both Seven Leaf Sisters (DBA Partake by Kind Lab) and Kind Lab.

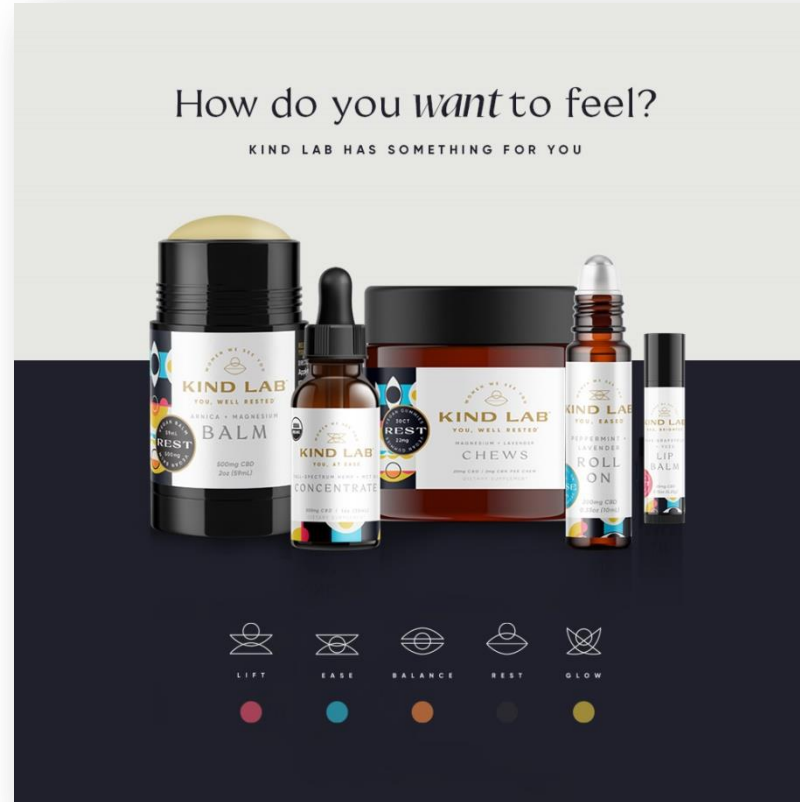
She been active in the Massachusetts cannabis industry for 7+ years, and is a founding member of Elevate Northeast cannabis networking group as well as former operations executive at CannaKorp, based in Stoneham.

Prior to that, Angela has 15+ years of professional experience working in heavily regulated industries, including 12 at FedEx in Memphis, TN.



**P**artake by Kind Lab will feature **marijuana-infused variations of Kind Lab products** made in our in-house manufacturing facility.

- Our products focus on **plant-based wellness** to help people embrace their bodies, evolve with nature, and excel at life.



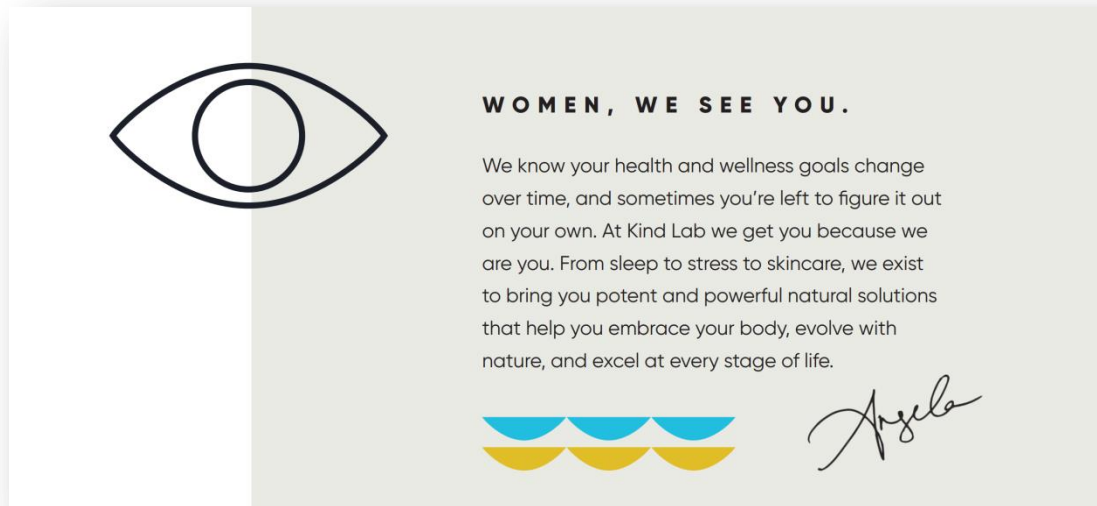
*sample of Kind Lab's  
product lines &  
packaging*





- **Education** is a pillar our mission, and we hope to share the truth about cannabis and how it can enhance quality of life.
- We're dedicated to **giving back**, and donate to local & national non-profits.
- **Job creation** is a measurement of our success, and we look forward offering employment opportunities to local residents.
- In addition to our own brand, we will offer a curated selection of products sourced primarily from **women and minority-owned companies**.
- We'll stay engaged in **cannabis advocacy** in Massachusetts as well as collaborate with **Social Equity** vendors & programs.

*sample of Kind Lab's  
mission messaging*





## Proposed Establishments

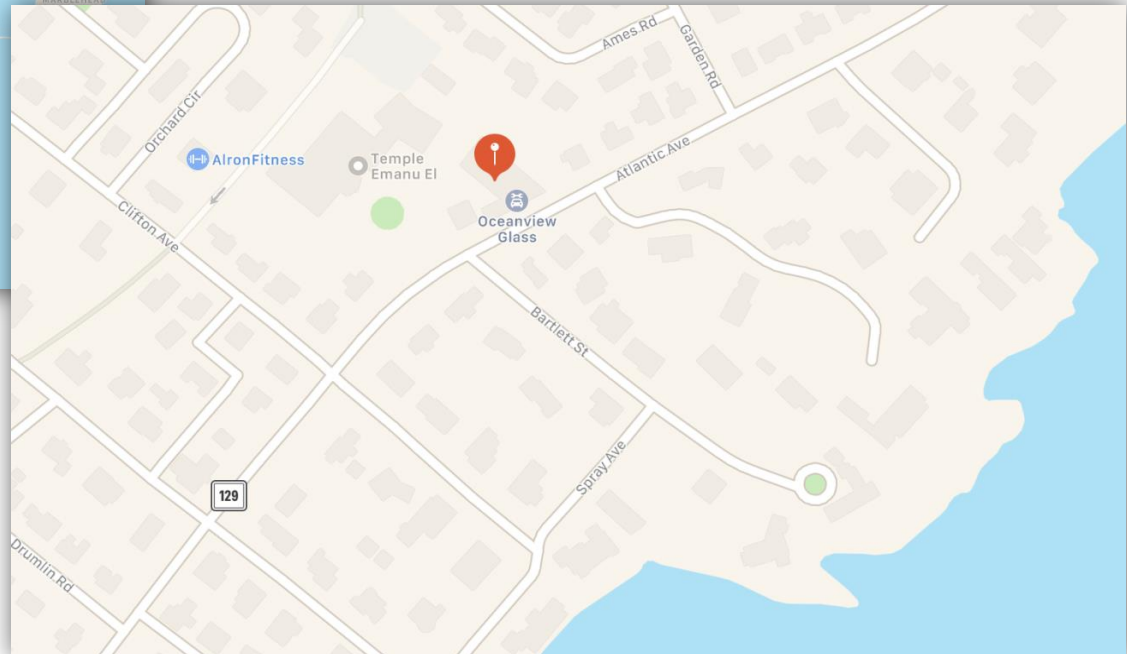
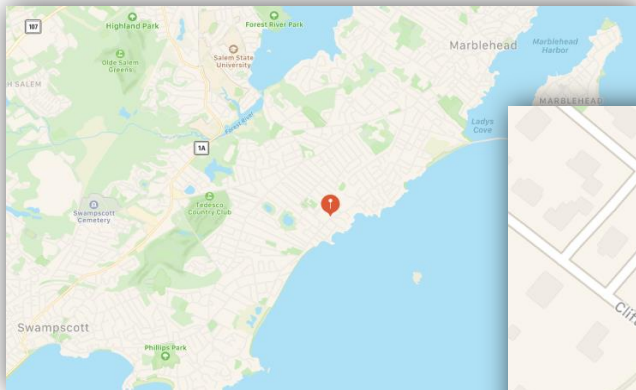
- **Location:** 385 Atlantic Avenue  
Marblehead, MA
- **Businesses:** Adult-Use Marijuana Retail  
& Product Manufacturing
- **Zoning:** B1 uses allowed



## LOCATION OVERVIEW: 385 ATLANTIC AVENUE MARBLEHEAD, MA 01945

In accordance with the Marblehead Zoning By-Law, the proposed property is located in the B1 zoning district, which allows retail use and light manufacturing by right.

In compliance with state law, the proposed location is not within 500 feet of any K-12 schools.







*photo of Kind Lab's former Beverly shop  
to demonstrate aesthetic*

- **SECURITY** extensive security will be installed inside & outside the premises, and will be monitored 24x7
- **CONTROL** we will have in place strict processes to validate that our customers are 21+ as well as ensure product stays in legal hands
- **COMMUNITY** we are engaged with all abutters within 300' and will continue to collaborate with them and the Town for smooth operations
- **UPDATES** tasteful external signage will mark the location, and the interior of the space will be renovated

**LOCAL IMPACT** town tax revenue will be substantial at 3% on sales plus possible community impact fee(s)



- **May 21, 2021** virtual Community Outreach Meeting hosted, with 40+ 300' abutters notified via mail and meeting details printed the Reporter + shared on social media
- **June 9, 2021** introductory presentation with Marblehead Board of Selectmen, which voted to open a 30-day public comment period as the next step
- **September 8, 2021** next steps meeting with Marblehead Board of Selectmen, which voted to enter into Host Community Agreement negotiations
- **November 17, 2021** Marblehead Board of Selectmen approves Host Community Agreement



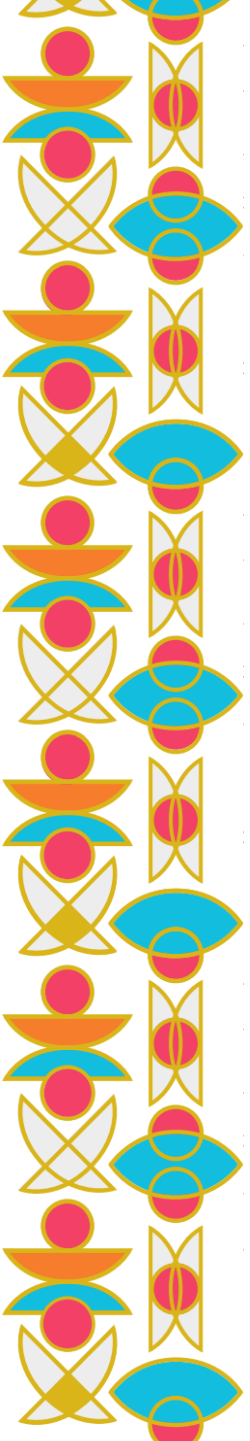
**P**artake by Kind Lab will build on our founder's strengths of operational efficiency and cost management to evolve into a strong company that delivers for both its customers and stakeholders.

Our operating plan and strategy is based on lessons learned during the launch and growth of Kind Lab as well as our experience in the adult-use marijuana industry in Massachusetts.

We will build on Kind Lab's brand name recognition to launch our Partake by Kind Lab's retail and product manufacturing business, and continue delivering quality products that our customers want & need.

Community Outreach Meeting	5/21/2021
Town Executes Host Community Agreement	11/17/2021
Submission of Application to CCC	1/04/2022
Community Outreach Meeting	1/27/2022
Notice of Completeness from CCC	06/01/2022
Provisional License	07/01/2022
Final Inspection	08/01/2022
Final License	09/01/2022
Commence Operations	10/01/2022





THANK YOU



137 Main Street  
Reading, MA 01867-3923  
781-942-2225  
FAX: 781-942-2226  
Toll Free 1-888-942-2225  
<http://www.gilbertinsurance.com>

January, 18th 2022

Cannabis Control Commission  
Union Station,  
2 Washington Sq,  
Worcester, MA 01604

Re: Seven Leaf Sisters Inc  
37 Gregory St., Marblehead, MA 01945

To Whom It May Concern:

Please accept this letter as confirmation that we have been asked by Seven Leaf Sisters Inc. to obtain quotes and offer general liability & product liability insurance coverage in the amounts of \$1,000,000 per occurrence and \$2,000,000 aggregate for both their retail and manufacturing cannabis licenses. The deductible for each policy will not be more than \$5,000 per occurrence.

In reviewing, if you should have any questions, please don't hesitate to contact me.

Sincerely,  


David A. Gilbert, CIC  
Gilbert Insurance Agency Inc.



SOP Name/Title: Record Keeping		
Document Storage Location/Source:		Document Number:
SOP Originator:	Approving Position:	Effective Date:
Name:	Name:	Last Edited Date:
Signature:	Signature:	Other:

Seven Leaf Sisters, Inc. LLC's (Seven Leaf Sisters, Inc.) records shall be available to the Cannabis Control Commission ("CCC") upon request pursuant to 935 CMR 500.105(9). Seven Leaf Sisters, Inc. shall maintain records in accordance with generally accepted accounting principles. All written records required in any section of 935 CMR 500.000 are subject to inspection, in addition to written operating procedures as required by 935 CMR 500.105(1), inventory records as required by 935 CMR 500.105(8) and seed-to-sale tracking records for all marijuana products are required by 935 CMR 500.105(8)(e).

Personnel records will also be maintained, in accordance with 935 CMR 500.105(9)(d), including but not limited to job descriptions and/or employment contracts each employee, organizational charts, staffing plans, periodic performance evaluations, verification of references, employment contracts, documentation of all required training, including training regarding privacy and confidentiality agreements and the signed statement confirming the date, time and place that training was received, record of disciplinary action, notice of completed responsible vendor training and eight-hour duty training, personnel policies and procedures, and background checks obtained in accordance with 935 CMR 500.030. Personnel records will be maintained for at least 12 months after termination of the individual's affiliation with Seven Leaf Sisters, Inc., in accordance with 935 CMR 500.105(9)(d)(2). Additionally, business will be maintained in accordance with 935 CMR 500.104(9)(e) as well as waste disposal records pursuant to 935 CMR 500.104(9)(f), as required under 935 CMR 500.105(12).

## VISITOR LOG

Seven Leaf Sisters, Inc. will maintain a visitor log that documents all authorized visitors to the facility, including outside vendors, contractors, and visitors, in accordance with 935 CMR 500.110(4)(e). All visitors must show proper identification and be logged in and out; that log shall be available for inspection by the Commission at all times.

## REAL-TIME INVENTORY RECORDS



Seven Leaf Sisters, Inc. will maintain real-time inventory records, including at minimum, an inventory of all marijuana and marijuana products received from wholesalers, ready for sale to wholesale customers, and all damaged, defective, expired, or contaminated marijuana and marijuana products awaiting disposal, in accordance with 935 CMR 500.105(8). Real-time inventory records may be accessed via METRC, the Commonwealth's seed-to-sale tracking software of record. Seven Leaf Sisters, Inc. will keep continuously maintain hard copy documentation of all inventory records. The record of each inventory shall include, at a minimum, the date of inventory, a summary of inventory findings, and the names, signatures, and titles of the individuals who conducted the inventory.

## **MANIFESTS**

Seven Leaf Sisters, Inc. will maintain records of all manifests for no less than one year and make them available to the Commission upon request, in accordance with 935 CMR 500.105(f). Manifests will include, at a minimum, the originating Licensed Marijuana Establishment Agent's (LME) name, address, and registration number; the names and registration number of the marijuana establishment agent who transported the marijuana products; the names and registration number of the marijuana establishment agent who prepared the manifest; the destination LME name, address, and registration number; a description of marijuana products being transported, including the weight and form or type of product; the mileage of the transporting vehicle at departure from origination LME and the mileage upon arrival at the destination LME, as well as the mileage upon returning to the originating LME; the date and time of departure from the originating LME and arrival at destination LME; a signature line for the marijuana establishment agent who receives the marijuana; the weight and inventory before departure and upon receipt; the date and time that the transported products were re-weighted and re-inventoried; and the vehicle make, model, and license plate number. Seven Leaf Sisters, Inc. will maintain records of all manifests

## **INCIDENT REPORTS**

Seven Leaf Sisters, Inc. will maintain incident reporting records notifying appropriate law enforcement authorities and the Commission about any breach of security immediately, and in no instance, more than 24 hours following the discovery of the breach, in accordance with 935 CMR 500.110(7). Incident reporting notification shall occur, but not be limited to, during the following occasions: discovery of discrepancies identified during inventory; diversion, theft, or loss of any marijuana product; any criminal action involving or occurring on or in the Marijuana Establishment premises; and suspicious act involving the sale, cultivation, distribution, processing or production of marijuana by any person; unauthorized destruction of marijuana; any loss or unauthorized alteration of records relating to marijuana; an alarm activation or other event that requires response by public safety personnel or security personnel privately engaged by the Marijuana Establishment; the failure of any security alarm due to a loss of electrical power or mechanical malfunction that is expected to last more than eight hours; or any other breach of security.



Seven Leaf Sisters, Inc. shall, within ten calendar days, provide notice to the Commission of any incident described in 935 CMR 500.110(7)(a) by submitting an incident report in the form and manner determined by the Commission which details the circumstances of the event, any corrective action taken, and confirmation that the appropriate law enforcement authorities were notified. Seven Leaf Sisters, Inc. shall maintain all documentation relating to an incident for not 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.

### **TRANSPORTATION LOGS**

In the event that Seven Leaf Sisters, Inc. operates its own vehicle to transport marijuana products, it will maintain a transportation log of all destinations traveled, trip dates and times, starting and ending mileage of each trip, and any emergency stops, including the reason for the stop, duration, location, and any activities of personnel existing the vehicle, as required by 935 CMR 500.115(13). Seven Leaf Sisters, Inc. shall retain all transportation logs for no less than a year and make them available to the Commission upon request.

### **SECURITY AUDITS**

Seven Leaf Sisters, Inc. will, on an annual basis, obtain at its own expense, a security system audit by a vendor approved by the Commission, in accordance with 935 CMR 500.110(8). A report of the audit will be submitted, in a form and manner determined by the Commission, no later than 30 calendar days after the audit is conducted. If the audit identifies concerns related to Seven Leaf Sisters, Inc.'s security system, Seven Leaf Sisters, Inc. will also submit a plan to mitigate those concerns within ten business days of submitting the audit.

### **CONFIDENTIAL RECORDS**

Seven Leaf Sisters, Inc. will ensure that all confidential information, including but not limited to employee personnel records, financial reports, inventory records and manifests, business plans, and other documents are kept safeguarded and private, in accordance with 935 CMR 500.105(1)(k). All confidential hard copy records will be stored in lockable filing cabinets within the Director of Compliance's Office. No keys or passwords will be left in locks, doors, in unrestricted access areas, unattended, or otherwise left accessible to anyone other than the responsible authorized personnel. All confidential electronic files will be safeguarded by a protected network and password protections, as appropriate and required by the Commission. All hard copy confidential records will be shredded when no longer needed.

Following the closure of the Marijuana Establishment, all records will be kept for at least two years at Seven Leaf Sisters, Inc.'s sole expense and in a form and location acceptable to the Commission,



pursuant to 935 CMR 500.105(9)(g).





SOP Name/Title: Qualifications and Training		
Document Storage Location/Source:		Document Number:
SOP Originator:	Approving Position:	Effective Date:
Name:	Name:	Last Edited Date:
Signature:	Signature:	Other:

Seven Leaf Sisters, Inc. LLC ("Seven Leaf Sisters, Inc.") shall, pursuant to 935 CMR 500.105(2)(a), ensure that all marijuana establishment agents complete training prior to performing job functions. Training will be tailored to the role and responsibilities of the job function. Dispensary agents will be trained for one week before acting as a dispensary agent. At a minimum, staff shall receive eight hours of on-going training annually. New marijuana establishment agents will receive employee orientation prior to beginning work with Seven Leaf Sisters, Inc.. Each department managed will provide orientation for dispensary agents assigned to their department. Orientation will include a summary overview of all the training modules.

In accordance with 935 CMR 500.105(2), all current owners, managers and employees of Seven Leaf Sisters, Inc. that are involved in the handling and sale of marijuana will successfully complete Responsible Vendor Training Program, and once designated a "responsible vendor" require all new employees involved in handling and sale of marijuana to complete this program within 90 days of hire. This program shall then be completed annually and those not selling or handling marijuana may participate voluntarily. Seven Leaf Sisters, Inc. shall maintain records of responsible vendor training compliance, pursuant to 935 CMR 500.105(2)(b). Responsible vendor training shall include: discussion concerning marijuana's effects on the human body; diversion prevention; compliance with seed-to-sale tracking requirements; identifying acceptable forms of ID demonstrating the age of majority (21+); and key state and local laws.

All of Seven Leaf Sisters, Inc.'s employees will be registered as marijuana establishment agents, in accordance with 935 CMR 500.030. All Seven Leaf Sisters, Inc. employees will be duly registered as marijuana establishment agents and have to complete a background check in accordance with 935 CMR 500.030(1). All registered agents of Seven Leaf Sisters, Inc. shall meet suitability standards of 935 CMR 500.800.

Training will be recorded and retained in marijuana establishment agents' files. Seven Leaf Sisters, Inc.



shall retain all training records for at least one year after a marijuana establishment agents' termination. All marijuana establishment agents will have continuous quality training and a minimum of 8 hours annual on-going training.



SOP Name/Title: Personnel		
Document Storage Location/Source:		Document Number:
SOP Originator:	Approving Position:	Effective Date:
Name:	Name:	Last Edited Date:
Signature:	Signature:	Other:

Seven Leaf Sisters, Inc. LLC ("Seven Leaf Sisters, Inc.") has drafted and instituted these personnel policies to provide equal opportunity in all areas of employment, including hiring, recruitment, training and development, promotions, transfers, layoff, termination, compensation, benefits, social and recreational programs, and all other conditions and privileges of employment, in accordance with applicable federal, state, and local laws. Seven Leaf Sisters, Inc. shall make reasonable accommodations for qualified individuals with demonstrated physical or cognitive disabilities, in accordance with all applicable laws. In accordance with 935 CMR 500.101(2)(e)(8)(h), Seven Leaf Sisters, Inc. is providing these personnel policies, including background check policies, for its adult-use Marijuana Product Manufacturing Establishment that will be located in the Town of Beverly, MA.

Management is primarily responsible for seeing that equal employment opportunity policies are implemented, but all members of the staff share the responsibility for ensuring that, by their personal actions, the policies are effective and apply uniformly to everyone. Any employee, including managers, that Seven Leaf Sisters, Inc. determines to be involved in discriminatory practices are subject to disciplinary action and may be terminated. Seven Leaf Sisters, Inc. strives to maintain a work environment that is free from discrimination, intimidation, hostility, or other offenses that might interfere with work performance. In keeping with this desire, we will not tolerate any unlawful harassment of employees by anyone, including any manager, co-worker, vendor or clients.

In accordance with 935 CMR 500.105 (1), General Operational Requirements for Marijuana Establishments, Written Operating Procedures, as a Marijuana Establishment, Seven Leaf Sisters, Inc. has and follows a set of detailed written operating procedures for each location. Seven Leaf Sisters, Inc. has developed and will follow a set of such operating procedures for each facility. Seven Leaf Sisters, Inc.'s operating procedures shall include, but are not necessarily limited to the following:



- (a) Security measures in compliance with 935 CMR 500.110;
- (b) Employee security policies, including personal safety and crime prevention techniques;
- (c) A description of the Marijuana Establishment's hours of operation and after-hours contact information, which shall be provided to the Commission, made available to law enforcement officials upon request, and updated pursuant to 935 CMR 500.000.
- (d) Storage of marijuana in compliance with 935 CMR 500.105(11);
- (e) Description of the various strains of marijuana to be cultivated, processed or sold, as applicable, and the form(s) in which marijuana will be sold;
- (f) Procedures to ensure accurate record-keeping, including inventory protocols in compliance with 935 CMR 500.105(8) and (9);
- (g) Plans for quality control, including product testing for contaminants in compliance with 935 CMR 500.160;
- (h) A staffing plan and staffing records in compliance with 935 CMR 500.105(9);
- (i) Emergency procedures, including a disaster plan with procedures to be followed in case of fire or other emergencies;
- (j) Alcohol, smoke, and drug-free workplace policies;
- (k) A plan describing how confidential information will be maintained;
- (l) A policy for the immediate dismissal of any marijuana establishment agent who has:
  - 1. Diverted marijuana, which shall be reported to law enforcement officials and to the Commission;
  - 2. Engaged in unsafe practices with regard to operation of the Marijuana



Establishment, which shall be reported to the Commission; or

3. 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.

(m) A list of all board members and executives of a Marijuana Establishment, 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 the Marijuana Establishment's website.

(n) Policies and procedures for the handling of cash on Marijuana Establishment premises including but not limited to storage, collection frequency, and transport to financial institution(s).

(o) Policies and procedures to prevent the diversion of marijuana to individuals younger than 21 years old.

(p) Policies and procedures for energy efficiency and conservation that shall include:

1. 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;
2. Consideration of opportunities for renewable energy generation, including, where applicable, submission of building plans showing where energy generators could be placed on the site, and an explanation of why the identified opportunities were not pursued, if applicable;
3. Strategies to reduce electric demand (such as lighting schedules, active load management and energy storage); and
4. Engagement with energy efficiency programs offered pursuant to M.G.L. c. 25, § 21, or through municipal lighting plants.

In accordance with 935 CMR 500.105(2), all of Seven Leaf Sisters, Inc.'s current owners, managers and employees that are involved in the handling and sale of marijuana will successfully complete Responsible Vendor Training Program, and once designated a "responsible vendor" require all new employees involved in handling and sale of marijuana to complete this program within 90 days of hire. This program shall then be completed annually and those not selling or handling marijuana may participate voluntarily. Seven Leaf Sisters, Inc. shall maintain records of responsible vendor training



compliance, pursuant to 935 CMR 500.105(2)(b). Responsible vendor training shall include: discussion concerning marijuana effect on the human body; diversion prevention; compliance with tracking requirements; identifying acceptable forms of ID, including medical patient cards; and key state and local laws.

All employees of Seven Leaf Sisters, Inc. will be duly registered as marijuana establishment agents and have to complete a background check in accordance with 935 CMR 500.030(1). All marijuana establishment agents will complete a training course administered by Seven Leaf Sisters, Inc. and complete a Responsible Vendor Program in compliance with 935 CMR 500.105(2)(b). Employees will be required to receive a minimum of eight hours of on-going training annually pursuant to 935 CMR 500.105(2)(a).

In accordance with 935 CMR 500.105 (9), General Operational Requirements for Marijuana Establishments, Record Keeping, Seven Leaf Sisters, Inc.'s personnel records will be available for inspection by the Commission, upon request. Seven Leaf Sisters, Inc.'s records shall be maintained in accordance with generally accepted accounting principles. Written records that are required and are subject to inspection include, but are not necessarily limited to, all records required in any section of 935 CMR 500.000, in addition to the following:

The following Seven Leaf Sisters, Inc. personnel records:

1. Job descriptions for each employee and volunteer position, as well as organizational charts consistent with the job descriptions;
2. A personnel record for each of Seven Leaf Sisters, Inc.'s marijuana establishment agents. Such records shall be maintained for at least 12 months after termination of the individual's affiliation with Seven Leaf Sisters, Inc. and shall include, at a minimum, the following:
  - a. all materials submitted to the Commission pursuant to 935 CMR 500.030(2);
  - b. documentation of verification of references;
  - c. the job description or employment contract that includes duties, authority, responsibilities, qualifications, and supervision;
  - d. 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;
  - e. documentation of periodic performance evaluations;
  - f. a record of any disciplinary action taken; and g. notice of completed





responsible vendor and eight-hour related duty training.

3. A staffing plan that will demonstrate accessible business hours and safe operational conditions
4. Personnel policies and procedures; and 5. All background check reports obtained in accordance with 935 CMR 500.030.

Following closure of a Marijuana Establishment, all records must be kept for at least two years at the expense of the Marijuana Establishment and in a form and location acceptable to the Commission. Seven Leaf Sisters, Inc. understands that in the event that Seven Leaf Sisters, Inc. were to close, all records will be kept for at least two years at the expense of Seven Leaf Sisters, Inc..



SOP Name/Title: Maintaining of Financial Records		
Document Storage Location/Source:		Document Number:
SOP Originator:	Approving Position:	Effective Date:
Name:	Name:	Last Edited Date:
Signature:	Signature:	Other:

Seven Leaf Sisters, Inc. LLC's ("Seven Leaf Sisters, Inc.") policy is to maintain financial records in accordance with 935 CMR 500.105(9)(e). The records will include manual or computerized records of assets and liabilities, monetary transactions; books of accounts, which shall 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, stipends paid to each board member, and any executive compensation, bonus, benefit, or item of value paid to any individual affiliated with a Marijuana Establishment, including members of the non-profit corporation.

Following the closure of Seven Leaf Sisters, Inc., all records will be kept for at least two years, at Seven Leaf Sisters, Inc.'s sole expense, and in a form and location acceptable to the Commission, in accordance with 935 CMR 500.105(9)(g). Seven Leaf Sisters, Inc. shall keep financial records for a minimum of three years from the date of the filed tax return, in accordance with 830 CMR 62C.25.1(7) and 935 CMR 500.140(6)(e).

## **ENERGY COMPLIANCE PLAN**

Seven Leaf Sisters, Inc. (“Seven Leaf Sisters” or the “Company”) will work with our architect and engineer to identify as many energy saving strategies as possible. In addition, Seven Leaf Sisters will implement, as much as is feasible, the following energy saving strategies:

- Increasing or adding insulation.
- Installing ‘smart’ thermostats to identify periods where heating/cooling loads can be reduced
- Installing LED lighting
- Ensuring that the restrooms use low flow toilets and sinks.
- Coordinating with the HVAC contractor to identify any energy saving opportunities.
- Evaluating the efficacy of switching the kitchen(s) in the space to on-demand hot water heaters.
- Installing Photovoltaic panels
- Increase daylight into work areas
- Minimize night work
- Source raw materials only from suppliers that also implement energy saving measures
- Install bike racks to encourage bike use by employees
- Sustainable packaging of products
- Recycling

In the future, any replacements or upgrades of heating/cooling, lighting, and plumbing will include energy efficiency as part of its criteria for evaluation.

Seven Leaf Sisters will investigate rooftop solar arrays to generate electricity, and rooftop solar hot water to provide both hot water and heat for the space.

Seven Leaf Sisters acknowledges that if a Provisional License is issued, Seven Leaf Sisters, at the Architectural Review stage, will submit further information to demonstrate actual consideration of energy reduction opportunities, use of renewable energy and renewable energy generation, including a list of opportunities that were considered and information that demonstrates actual engagement with energy efficiency programs and any financial incentives received. This information will include whether opportunities are being implemented, will be implemented at a later date, or are not planned to be implemented.

Seven Leaf Sisters will also include a summary of information that was considered to make the decision (i.e. costs, available incentives, and bill savings). Seven Leaf Sisters will engage in either a Mass Save audit or coordinate with our local municipal electric company to conduct an audit, which will be included in the summary.

## Seven Leaf Sisters, Inc.

As part of our written operating procedures we will conduct an annual energy audit and request regular meetings with our municipal utilities to identify energy efficiency programs, incentives, opportunities, and areas for Seven Leaf Sisters to optimize its energy usage.

Seven Leaf Sisters is committed to considering how to optimally use energy early in the facility design process and continually assess new opportunities for reduced energy usage and costs. Seven Leaf Sisters will use best management practices to reduce energy and water usage, engage in energy consideration, and mitigate other environmental impacts.

Seven Leaf Sisters will meet all applicable environmental laws and regulations; receive permits and other applicable approvals, including those related to water quality and solid and hazardous waste management, as a requirement of obtaining a final license.



SOP Name/Title: Quality Control and Testing of Product		
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SOP Originator:	Approving Position:	Effective Date:
Name:	Name:	Last Edited Date:
Signature:	Signature:	Other:

Pursuant to 935 CMR 500.160, Seven Leaf Sisters, Inc. LLC (Seven Leaf Sisters, Inc.) will not sell or market any marijuana infused product that is not capable of being tested by licensed Independent Testing Laboratories. Testing of marijuana products shall 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 and published by the Massachusetts Department of Public Health. Every marijuana infused product sold will have a set of specifications which define acceptable quality limits for cannabinoid profile, residual solvents, metals, bacteria, and pesticides.

Seven Leaf Sisters, Inc. shall implement a written policy for responding to laboratory results that indicate contaminant levels that are above acceptable levels established in DPH protocols identified in 935 CMR 500.160(1) and subsequent notification to the Commission of such results. Results of any tests will be maintained by Seven Leaf Sisters, Inc. for at least one year. All transportation of marijuana to or from testing facilities shall comply with 935 CMR 500.105(13) and any marijuana infused product returned to Seven Leaf Sisters, Inc. by the testing facility will be disposed of in accordance with 935 CMR 500.105(12). Seven Leaf Sisters, Inc. shall never sell or market adult use marijuana products that have not first been tested by an Independent Testing Laboratory and deemed to comply with the standards required under 935 CMR 500.160.

Seven Leaf Sisters, Inc.'s policies include requirements for handling of marijuana, pursuant to 935 CMR 500.105(3), including sanitary measures that include, but are not limited to: hand washing stations; sufficient space for storage of materials; removal of waste; clean floors, walls and ceilings; sanitary building fixtures; sufficient water supply and plumbing; and storage facilities that prevent contamination. All Seven Leaf Sisters, Inc. staff will be trained and ensure that marijuana and marijuana infused products are handled with the appropriate food handling and sanitation standards. Seven Leaf Sisters, Inc. will ensure the proper equipment and storage materials, including adequate



and convenient hand washing facilities; food-grade stainless steel tables; and temperature- and humidity- control storage units, refrigerators, and freezers.

Seven Leaf Sisters, Inc.'s Director of Compliance will provide quality control oversight over all marijuana infused products purchased from wholesale suppliers and sold to licensed adult-use cannabis retail establishments within the Commonwealth of Massachusetts. All Seven Leaf Sisters, Inc. staff will immediately notify the Director of Compliance of any actual or potential quality control issues, including marijuana product quality, facility cleanliness/sterility, tool equipment functionality, and storage conditions. All issues with marijuana infused products or the facility will be investigated and immediately rectified by the Director of Compliance, including measures taken, if necessary, to contain and dispose of unsafe products. The Director of Compliance will closely monitor product quality and consistency, and ensure expired products are removed and disposed of.

All Seven Leaf Sisters, Inc. staff will receive relevant quality assurance training and provide quality assurance screening of marijuana flower, to ensure it is well cured and free of seeds, stems, dirt, and contamination, as specified in 935 CMR 500.105(3)(a), and meets the highest quality standards. All staff will wear gloves when handling marijuana and marijuana infused products, and exercise frequent hand washing and personal cleanliness, as specified in 935 CMR 500.105(2). Marijuana infused products will be processed in a secure access area of Seven Leaf Sisters, Inc.. Seven Leaf Sisters, Inc. management and inventory staff will continuously monitor quality assurance of marijuana infused products and processes, and prevent and/or mitigate any deficiencies, contamination, or other issues which could harm product safety.

Any spoiled, contaminated, dirty, spilled, or returned marijuana infused products are considered marijuana waste and will follow Seven Leaf Sisters, Inc. procedures for marijuana waste disposal, in accordance with 935 CMR 500.105(12). Marijuana waste will be regularly collected and stored in the secure-access, locked inventory vault.

Pursuant to 935 CMR 500.105(11)(a)-(e), Seven Leaf Sisters, Inc. shall provide adequate lighting, ventilation, temperature, humidity, space and equipment, in accordance with applicable provisions of 935 CMR 500.105 and 500.110. Seven Leaf Sisters, Inc. will have a separate area for storage of marijuana that is outdated, damaged, deteriorated, mislabeled, or contaminated, or whose containers or packaging have been opened or breached, unless such products are destroyed. Seven Leaf Sisters, Inc. storage areas will be kept in a clean and orderly condition, free from infestations by insects, rodents, birds and any other type of pest. The Seven Leaf Sisters, Inc. storage areas will be maintained in accordance with the security requirements of 935 CMR 500.110.

All testing results will be maintained by Seven Leaf Sisters, Inc. for no less than one year in accordance with 935 CMR 500.160(3).





Pursuant to 935 CMR 500.160(9), no marijuana infused product shall be sold or marketed for sale that has not first been tested and deemed to comply with the Independent Testing Laboratory standards.

Seven Leaf Sisters, Inc. will ensure that all marijuana agents whose job includes contact with marijuana follow the regulations for food handlers set forth at 105 CMR 300.

Seven Leaf Sisters, Inc., will properly remove of litter and waste and properly dispose it so as to minimize the development of odor and minimize the potential for the waste attracting and harboring pests, pursuant to 935 CMR 500.105(3)(b)(5) The operating systems for waste disposal shall be maintained in an adequate manner pursuant to 935 CMR 500.105(12).

Seven Leaf Sisters, Inc., will ensure that floors, walls, and ceilings are constructed in such a manner that they may be kept adequately clean and in good repair.

Per 935 CMR 500.105(3)(b)(9) Seven Leaf Sisters, Inc. will maintain, clean, and sanitize all contact surfaces as needed to prevent contamination. In doing so, Seven Leaf Sisters, Inc. will use a sanitizing agent registered by the U.S. Environmental Protection Agency (EPA) in accordance with labeled instructions as additionally required by 935 CMR 500.105(3).

Seven Leaf Sisters, Inc. shall identify, hold, and store all “toxic items” in a manner that protects against contamination of Marijuana Products. Seven Leaf Sisters, Inc. will not store said toxic items in an area containing products used in the cultivation of Marijuana.

Seven Leaf Sisters, Inc. shall provide all of its employees with ongoing access to adequate, readily accessible toilet facilities.

Seven Leaf Sisters, Inc., will store and transport all marijuana products under conditions that will protect them against physical, chemical, and microbial contamination as well as against deterioration of finished products or their containers as required by 935 CMR 500.105(3)(b)(15).

Per 935 CMR 500.160(2), Seven Leaf Sisters, Inc. shall notify the Commission within 72 hours of any laboratory testing results indicating contamination if contamination cannot be remediated and disposal of the production batch is necessary.



SOP Name/Title: Restricting Access to 21+		
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SOP Originator:	Approving Position:	Effective Date:
Name:	Name:	Last Edited Date:
Signature:	Signature:	Other:

As an adult-use cannabis manufacturing location, and pursuant to 935 CMR 500.140(2), upon entry into the premise of Seven Leaf Sisters, Inc. LLC (Seven Leaf Sisters, Inc.) by an individual, a Seven Leaf Sisters, Inc. agent shall immediately inspect the individual's proof of identification. An individual shall not be admitted to the premise unless the retailer has verified that the individual is 21 years of age or older by offering proof of identification, which shall be a currently valid government-issued driver's license or identification card.

Seven Leaf Sisters, Inc. will only allow visitors, age twenty-one (21) or older, at the Company's facilities. Seven Leaf Sisters, Inc. defines visitors in accordance with the Commission's definitions at 935 CMR 500.002. Seven Leaf Sisters, Inc. will designate an authorized agent to check the identification of all visitors entering the facilities and entry shall only be granted to those aged twenty-one (21) or older. Acceptable forms of currently valid identification include:

- a. A motor vehicle license;
- c. A government-issued identification card;
- d. A government-issued passport; and
- e. A United States-issued military identification card.

Seven Leaf Sisters, Inc. will only employ marijuana establishment agents, as defined by the Commission's definitions at 935 CMR 500.002, who are at least twenty-one (21) years old.



## **SEVEN LEAF SISTERS, INC. DIVERSITY PLAN**

Seven Leaf Sisters, Inc. ("Seven Leaf Sisters, Inc." or the "Company") is committed to actively promoting diversity, inclusion, and cultural competency, by implementing programmatic and operational procedures and policies that will help to make Coyote a leader and champion of diversity, both in the Town of Beverly and throughout the broader Massachusetts cannabis industry.

Seven Leaf Sisters, Inc.'s commitment to diversity is reflected in the following Goals, which shall be pursued through the Programs outlined herein, and the progress of which shall be judged by the Measurements/ Metrics as stated below, and adjusted as needed if necessary:

**GOAL ONE: Achieve at least the bellow goals for our staffing needs from people from diverse backgrounds, including staffing of:**

- 1. 10% People of color, particularly Black, African American, Hispanic, Latinx, and Indigenous people;**
- 2. 50% Women;**
- 3. 10% Veterans;**
- 4. 10% People with disabilities; and**
- 5. 10% LGBTQ+ Individuals.**

### **Programs to Achieve:**

- Create a standing Committee on Diversity and Inclusion ("CDI") with membership to be comprised of leaders from all levels of Seven Leaf Sisters, Inc.'s corporate hierarchy and across all departments.
- Provide on-site interactive workshops, annually (at minimum), covering such topics as the prevention of sexual harassment, racial and cultural diversity, and methods of fostering an inclusive work atmosphere.
- Increase diversity of the make-up of our staff by actively seeking out diverse candidates, both through in-house hiring initiatives and participation in online diversity job boards and in-person job fairs.
- Establish clearly written policies regarding diversity and a zero-tolerance policy for

<b>1</b>	<i>Diversity Plan</i> © Seven Leaf Sisters, Inc.
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discrimination and/or sexual harassment, which shall be incorporated into our employee handbook.

- Perform intercultural competency assessments of key staff and management to identify areas where additional training may be warranted.

#### **Measurements:**

- Qualitative Metrics: Perform an annual evaluation of inclusion/diversity initiatives to ensure diversity is one of Seven Leaf Sisters, Inc.'s strengths and remains a primary focus. This may include anonymous employee surveys or other private submission opportunities so that we can attempt to avoid any sort of reluctance for our employees to inform management how we are truly doing in pursuit of our diversity plan goals. The results of the surveys shall be compared to prior years' results to allow Seven Leaf Sisters, Inc. to adjust our programs in the event that our goals are not being achieved.
- Quantitative Metrics: We will strive to achieve at least the staffing needs listed in Goal One from people of diverse backgrounds. The personnel files shall be evaluated on semi-annual basis to determine how many employees from each group listed in the above goal occupy positions within the company and that number shall be divided by Seven Leaf Sisters, Inc.'s total staffing at its facility to determine the percentage achieved.

**GOAL TWO: Enhance workforce diversity by contracting with diverse businesses. Seven Leaf Sisters, Inc. will strive to employ at least the following percentages of its contractors, subcontractors, and suppliers from the following groups specified in the paragraph below:**

**Minority Business Enterprise - 5%**

**Women Business Enterprise - 5%**

**Veteran Business Enterprise - 5%**

**Lesbian Gay Bisexual Transgender Enterprise - 5%**

**Disability-Owned Business Enterprise - 5%**

Seven Leaf Sisters, Inc. will make good faith efforts to employ from contractors, subcontractors, and suppliers who are listed in the Commonwealth of Massachusetts Directory of Certified Businesses as being a Minority Business Enterprise, a Women Business Enterprise, a Veteran Business Enterprise, a Lesbian Gay Bisexual Transgender Enterprise, a Service-Disabled Veteran-Owned Business Enterprise, or a Disability-Owned Business Enterprise, with particular consideration given to



businesses classified as Disadvantaged Business Enterprises.

**Measurements:**

- Qualitative Metrics: We will seek to have diversity across the listed demographic groups and measure those against the primary ownership of all of our contracted partners. We will strive to not limit our contractual relationships to a single disadvantaged business entity (“DBE”) category and will instead seek a variety of qualifying businesses to contract with and will judge the mix of those relationships: i.e. we don’t want our contractors to all fall within the same category of DBE and instead will seek to find companies from businesses owned by minorities; women; veterans; people with disabilities; and LGBTQ+ individuals.
- Quantitative Metrics: Seven Leaf Sisters, Inc.’s goal shall be that a minimum of the above listed percentages of its contractual expenditures will be through contractual agreements with DBE. We will maintain a database of all cannabis establishment wholesale customers and all ancillary service providers by which to judge our progress toward this contracting goal.

**Disclosures:**

Seven Leaf Sisters, Inc. 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 Marijuana Establishments.

Any actions taken, or programs instituted will not violate the Commission’s regulations with respect to limitations on ownership or control or other applicable state laws.

Seven Leaf Sisters, Inc. acknowledges that the progress or success of our plan will be documented upon renewal (one year from provisional licensure, and each year thereafter).