



TOWN OF TYNGSBOROUGH

Office of the Board of Selectmen
Town Offices
25 Bryants Lane
Tyngsborough, MA 01879
Tel: (978) 649-2300 x100 | Fax: (978) 649-2320

Adult Use Marijuana Host Agreement Sub-Committee Appointed by the Board of Selectmen

Meeting Minutes **APPROVED**

Tuesday, July 10, 2018
Meeting Room #1
Town Hall- 25 Bryants Lane

Members Present: Selectman Richard Reault, Selectman David Robson, Richard Lemoine, George Trearchis, ZBA Chairman Adriana Gioumbakis

Staff Present: Town Administrator Matt Hanson

Others Present: Katie Laughman, Attorney with KP Law

- 1) Open Meeting/Introductions
 - a. Town Administrator Matt Hanson opens the meeting at 7:01 PM and asks members to introduce themselves
- 2) Appoint Chairman, Vice-Chairman, and Clerk
 - a. Richard Lemoine nominates Rick Reault to serve as the Chair; David Robson seconds; motion passes 5-0-0
 - b. George Trearchis nominates Adriana Gioumbakis to serve as Vice-Chair; Richard Lemoine seconds; motion passes 5-0-0
 - c. George Trearchis nominates Richard Lemoine to serve as Clerk; David Robson seconds; motion passes 5-0-0
- 3) Review Charge of Sub-Committee and Zoning Requirements
 - a. Town Administrator Matt Hanson reviews the charge of the Sub-Committee with the group. The Board of Selectmen appointed the sub-committee to solicit, review, and judge requests for proposals and ultimately recommend two finalists to the Board of Selectmen
 - b. The Board of Selectmen placed initial timelines in the charge to ensure that the process is completed in a timely manner
 - c. Town Administrator Matt Hanson presents the Zoning that was adopted by Town Meeting and will govern the industry in Tyngsborough
- 4) Review Draft Request for Proposal Requirements
 - a. Town Administrator Matt Hanson reviews the Draft Request for Proposals (RFP) with the group and notes that the draft has been worked on and review by Counsel
 - b. Attorney Katie Laughman from KP Law discusses the RFP with the sub-committee and answers questions they have about what the sub-committee can and cannot consider or ask for in this process



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- c. Town Administrator Matt Hanson and Attorney Katie Laughman answer questions from the group regarding the sub-committee and the state law governing recreational marijuana
- 5) Review Draft Timeline
 - a. Town Administrator presents initial timeline and explains that a typical RFP is out for 30 days before being due back.
 - b. Sub-Committee places initial deadline for RFP submission as August 15 with the flexibility to move deadline if need be
- 6) Set Next Meeting Date
 - a. Sub-Committee sets the next meeting as Tuesday, August 21, 2018 at 7:00 PM with the intention of the Sub-Committee being able to review applications at that meeting
- 7) Adjourn
 - a. Richard Lemoine moves that the Adult Use Marijuana Host Agreement Sub-Committee adjourn; Adriana Gioumbakis seconds, motion passes 5-0-0; meeting is adjourned at 8:15 PM

Approved by the Adult Use Marijuana Host Agreement Sub-Committee on Monday, November 5, 2018 on a motion by David Robson and second by George Trearchis. Motion passed 3-0-0