



BILLERICA PLANNING BOARD

Town Hall
365 Boston Road Billerica, MA 01821
978-671-0962

<https://www.town.billerica.ma.us/PlanningBoard>

Michael Parker, *Chair*

Blake Robertson, *Vice Chair*
Christopher Tribou
Evens Cimea

Edward Giroux, *Secretary*
Marlies Henderson
Anthony Ventresca

**Planning Board Rules and Regulations Subcommittee
Meeting Minutes
October 30, 2025 @ 7:00 P.M.
Location: Remote**

RECEIVED
2026 FEB 21 A 9:00
TOWN CLERK
BILLERICA

Members	Present
Blake Robertson, <i>Chair</i>	Y
Anthony Ventresca	Y
Michael Parker	Y

Blake Robertson called the Subcommittee meeting to order and called roll. Jane Merrill attended on behalf of Staff.

Discussion

Committee resumed discussion at section 3.

In preparation for this meeting, Robertson shared an update to the draft of the Rules and Regulations. The committee discussed the following topics:

- Standing rules – Planning Board operates with Roberts Rules of Order.
- Continuances procedures
- Board member expectations
- Planning Board member site visits
- Planning Board appointments to other boards/committees
- Planning Board’s Annual Report
- Powers and Duties of the Planning Board
 - CPC Participation
 - Accepting Public Ways
 - Construction Employment
 - Stormwater Management bylaw
 - Marijuana Dispensaries bylaw

Motion Ventresca motioned to adjourn.
Second Parker
Vote 3-0