



**Norridgewock Planning Board  
Meeting Minutes  
March 13, 2025  
6:00 PM  
Conference Room, Norridgewock Town Office**

**MEMBERS PRESENT**

Jean Lancaster, Chair  
Charles Farrand, Vice Chair  
John Ames

**STAFF PRESENT**

Richard LaBelle, Town Manager  
Ed Avery, Code Enforcement Officer

Also present for all or parts of the meeting were Tim Lyman and Melanie Weston (Community Planner, Kennebec Valley Council of Governments).

**1. Call to Order**

The meeting was called to order at 6:00 PM by Mr. LaBelle.

**2. Election of Chair**

Mr. Farrand nominated Jean Lancaster. Seconded by Mr. Ames. There being no further nominations, nominations were closed. Jean Lancaster is ELECTED Chair, 2-0-1 (Ames, Farrand in favor; none opposed; Lancaster abstained).

**3. Election of Vice Chair**

Mr. Ames nominated Charles Farrand. Seconded by Ms. Lancaster. There being no further nominations, nominations were closed. Charles Farrand is ELECTED Vice Chair, 2-0-1 (Ames, Lancaster in favor; none opposed; Farrand abstained).

**4. Election of Secretary**

The Board declines to elect a secretary at this time.

**5. Review/Approve Minutes of January 9, 2025**

Mr. Ames made a MOTION to approve the January 9, 2025 meeting minutes. Seconded by Mr. Farrand. MOTION PASSED.

**6. New Business**

Discussion/Action on Subdivision Ordinance Update

The Board welcomed Melanie Weston, Community Planner with Kennebec Valley Council of Governments (KVCOG). This is the first meeting to discuss potential revisions to the ordinance. There was discussion regarding whether using the existing ordinance is the best way to proceed, or if the Board should review some standard baseline options and tailor it to the needs of the community. Ms. Weston compiled a list of important items that Board members expressed as topics of concern and interest in developing an amended subdivision ordinance. A proposed draft will be offered to the Board for review in the next 2-3 weeks.

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*Jean Lancaster, Chair  
Charles Farrand, Vice Chair • John Ames*

**7. Public Comment**

None.

**8. Other Business**

None.

**9. Adjournment**

Ms. Lancaster declared the meeting ADJOURNED at 6:32 PM.