



**Norridgewock Planning Board
Meeting Minutes
June 12, 2025
6:00 PM
Conference Room, Norridgewock Town Office**

MEMBERS PRESENT

Jean Lancaster, Chair
Charles Farrand, Vice Chair
John Ames
Caroline Guerra
Andy Leavitt

STAFF PRESENT

Richard LaBelle, Town Manager
Ed Avery, Code Enforcement Officer

There were no members of the public present for the meeting.

1. Call to Order

The meeting was called to order at 6:00 PM by Ms. Lancaster. Ms. Lancaster thanked Mr. Farrand for chairing the previous meeting; she also welcomed the new members to the Board.

2. Review/Approve Minutes of May 8, 2025

Mr. Farrand made a MOTION to approve the May 8, 2025 meeting minutes. Seconded by Mr. Leavitt. MOTION PASSED.

3. Continued Business

Discussion/Action on Subdivision Ordinance Update

The Board reviewed the revised ordinance that was provided by the consultant. There was discussion about the definition of *sufficient* which also directly impacts the definition of *adequate*, *appropriate*, and *suitable*. Some potential definitions were provided. Of the options proposed, Ms. Lancaster favored the first.

Mr. Leavitt stated he believed the definition was too subjective and subjectivity needed to be minimized. He believes that stronger language should be used to minimize potential loopholes. Ms. Guerra concurs with Mr. Leavitt, as does Mr. Ames.

Mr. Avery stated that the definition needed additional clarification. He also stated that there may be other terms that need to be defined. Members will review the Ordinance to see if there are other items that would benefit from explanation.

With the consensus of the Board, Mr. LaBelle will contact the consultant to seek additional language for consideration to better define *sufficient*. It will also be suggested that the term *sufficient* and any term referring to *sufficient* be adjusted for consistency.

The Board went through the Ordinance and discussed the changes made since the last meeting and discussed other areas for improvement. Comments and proposed changes will be sent to the consultant for review and proposed modifications.

4. Public Comment

None.

*Jean Lancaster, Chair • Charles Farrand, Vice Chair •
John Ames • Caroline Guerra • Andy Leavitt*

5. Other Business

Given busy summer schedules, the next regular meeting will be August 14, unless an application is submitted requiring review before.

6. Adjournment

Ms. Lancaster declared the meeting ADJOURNED at 7:01 PM.