



**Norridgewock Planning Board
Meeting Minutes
September 11, 2025
6:00 PM
Conference Room, Norridgewock Town Office**

MEMBERS PRESENT

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

STAFF PRESENT

Richard LaBelle, Town Manager

MEMBERS ABSENT

Caroline Guerra

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.

2. Review/Approve Minutes of June 12, 2025

Mr. Farrand made a MOTION to approve the June 12, 2025 meeting minutes. Seconded by Mr. Leavitt. MOTION PASSED.

3. Continued Business

Discussion/Action on Subdivision Ordinance Update

Mr. Leavitt made a MOTION to accept the proposed definition of *sufficient*, as presented. Seconded by Mr. Ames. MOTION PASSED.

Ms. Lancaster reviewed the *Subdivision Ordinance Revision Process* and noted that a step of referring the proposed ordinance to the Select Board was missing in the process.

The Board reviewed the most recent version of the proposed Subdivision Ordinance. Some changes were suggested, which will be incorporated and brought back to the Board for further consideration.

4. New Business

Discussion/Action on Nomination to Comprehensive Plan Update Committee

Mr. Farrand made a MOTION to nominate Jean Lancaster as the Planning Board representative to the Comprehensive Plan Update Committee. Seconded by Mr. Leavitt. MOTION PASSED.

5. Public Comment

None.

6. Other Business

Mr. LaBelle stated that the Code Enforcement Officer unexpectedly resigned on Sunday, effective immediately. He is working with existing office staff to ensure continuity in Code Enforcement operations.

There was a brief discussion about a proposed shooting range in Norridgewock. Mr. LaBelle advised that he has had a preliminary discussion with the potential applicant but advised that the Board members should avoid discussing the matter, as it may be a forthcoming application.

7. Adjournment

Ms. Lancaster declared the meeting ADJOURNED at 6:11 PM.