

Topsham, Maine
July 2, 2020
Sagadahoc, ss

WARRANT FOR SPECIAL TOWN MEETING

TO: Chris Lewis, a Constable for the Town of Topsham
FROM: Municipal Officers of Topsham

GREETINGS: You are hereby required in the name of the State of Maine to notify and warn the Inhabitants of the Town of Topsham, qualified to vote on Town Affairs, to assemble at the Topsham Fairgrounds on Wednesday, the 29th day of July, 2020 A.D. at 6:00 o'clock p.m. in the evening, with back up dates in the event of inclement weather on July 30th and/or July 31st due to the emergency management orders in response to the COVID-19 Pandemic and then and there to act on Articles 1 thru 25 to wit:

Article 1 - To elect a **Moderator** to preside at said meeting. Michael Feldman elected as Moderator

Article 2 - To see if the Town will ratify the change in the date for the Special Town Meeting from May 20, 2020 to July 29, 2020, with back-up dates in the event of inclement weather on July 30th and/or July 31st, due to the emergency management orders in response to the COVID-19 Pandemic. Passed

Article 3 - To see if the Town will ratify the change to allow the Board of Selectmen, by a two-thirds majority, to waive the interest penalty on property taxes for up to six months beyond the due date during a declared state of emergency within the past six months. Passed

Article 4 - To have the Town vote to raise, appropriate and spend the sum of **\$1,226,283** for Debt Service.

	2020-21 Board of Selectmen Recommendation	Allocation	2020-21 Finance Committee Recommendation
Monument Place Extension	\$ 168,815	Interchange TIF	\$ 168,815
Municipal Building	\$ 98,893	By-Pass TIF	\$ 98,893
	\$ 98,892	Frost St. TIF	\$ 98,892
	\$ 551,400	Taxation	\$ 551,400
Municipal Complex (Includes Sidewalks)	\$ 29,500	Taxation	\$ 29,500
Fire Truck	\$ 31,777	Taxation	\$ 31,777
	\$ 11,879	By-Pass North TIF	\$ 11,879
	\$ 1,782	By-Pass TIF	\$ 1,782
	\$ 297	Bowdoin Mill TIF	\$ 297
	\$ 2,970	Interchange TIF	\$ 2,970
	\$ 8,909	Frost Street TIF	\$ 8,909
	\$ 1,188	Downtown TIF	\$ 1,188
	\$ 594	Affordable TIF	\$ 594
Equipment Bond (2015)	\$ 47,969	Taxation	\$ 47,969
	\$ 1,268	By-Pass TIF	\$ 1,268
	\$ 2,325	Bowdoin Mill TIF	\$ 2,325
	\$ 10,566	By-Pass North TIF	\$ 10,566
	\$ 8,453	Interchange TIF	\$ 8,453
	\$ 6,340	Frost Street TIF	\$ 6,340
	\$ 5,072	Downtown TIF	\$ 5,072
	\$ 2,536	Affordable TIF	\$ 2,536
Equipment Bond (2016)	\$ 76,532	Taxation	\$ 76,532
	\$ 2,023	By-Pass TIF	\$ 2,023
	\$ 3,709	Bowdoin Mill TIF	\$ 3,709
	\$ 16,857	By-Pass North TIF	\$ 16,857
	\$ 13,486	Interchange TIF	\$ 13,486
	\$ 10,114	Frost Street TIF	\$ 10,114
	\$ 8,091	Downtown TIF	\$ 8,091
	\$ 4,046	Affordable TIF	\$ 4,046
	\$ 1,226,283	TOTAL	\$ 1,226,283

Board of Selectmen Recommendation:
Finance Committee Recommendation:

Ought to Pass Ought to Pass Passed

Article 5 - To see what sum the Town will vote to spend for **General Government** under the following accounts and to see what sum the Town will vote to raise and appropriate for the same, and to authorize the Board of Selectmen to transfer funds from the Payroll Adjustment line in Insurance, to departments outside of General Government, for anticipated employee wage and benefit adjustments.

	2019-20 Approved Appropriation	2020-21 Board of Selectmen Recommendation	2020-21 Finance Committee Recommendation
General Government			
1. Administration	\$ 348,684	\$ 383,953	\$ 383,953
2. Municipal Officers	\$ 18,723	\$ 19,037	\$ 19,037
3. Finance	\$ 161,434	\$ 189,375	\$ 189,375
4. Central Services	\$ 136,600	\$ 255,878	\$ 255,878
5. Tax/Clerk	\$ 321,032	\$ 312,465	\$ 312,465
6. Codes	\$ 95,676	\$ 101,789	\$ 101,789
7. Assessing	\$ 139,831	\$ 141,861	\$ 141,861
8. Elections/Registration	\$ 16,664	\$ 31,879	\$ 31,879
9. Planning Office	\$ 251,434	\$ 262,722	\$ 262,722
10. Economic Development	\$ 132,485	\$ 139,638	\$ 139,638
11. Municipal Insurance	\$ 363,782	\$ 247,000	\$ 247,000
12. Facilities Maintenance	\$ 175,006	\$ 203,772	\$ 203,772
13. Parks & Recreation	\$ 481,250	\$ 538,028	\$ 538,028
14. Library	\$ 715,278	\$ 775,726	\$ 775,726
15. General Assistance	\$ 12,300	\$ 13,550	\$ 13,550
16. Contractual Services	\$ 129,100	\$ 134,000	\$ 134,000
17. Public Utilities	\$ 382,000	\$ 411,125	\$ 411,125
18. Municipal TIF Fund	\$ 82,265	\$ 0	\$ 0
19. TDI Enterprise Account	\$ 100,000	\$ 150,000	\$ 150,000
TOTALS	\$ 4,063,544	\$ 4,311,798	\$ 4,311,798

Board of Selectmen Recommendation	Allocation	Finance Committee Recommendation
\$ 467,825	Interchange TIF	\$ 467,825
\$ 720,994	State Revenue Sharing	\$ 720,994
\$ 679,350	General Revenue	\$ 679,350
\$ 750,000	Homestead Exemption	\$ 750,000
\$ 75,000	BETE Reimbursement	\$ 75,000
\$ 202,287	Surplus	\$ 202,287
\$ 1,231,841	Taxation	\$ 1,231,841
\$ 184,501	Excise	\$ 184,501
\$ 4,311,798	Total	\$ 4,311,798

Board of Selectmen Recommendation:
Finance Committee Recommendation:

Ought to Pass
Ought to Pass

Passed

Article 6 - To see what sum the Town will vote to spend for the **Capital Projects Fund** under the following accounts and to see what sum the Town will vote to raise and appropriate for the same:

	2019-20 Approved Appropriation	2020-21 Board of Selectmen Recommendation		2020-21 Finance Committee Recommendation	
		Raise	Spend	Raise	Spend
Administration					
Server/Computers	\$ 24,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Capital Maintenance	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Capital Replacement	\$ 100,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
TV Studio Upgrade	\$ 0	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Assessing					
Commercial Appraisal	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Revaluation	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Fire Protection/Rescue					
Rescue Vehicle	\$ 0	\$ 325,000	\$ 325,000	\$ 325,000	\$ 325,000
Police					
Cruiser	\$ 65,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
In-Vehicle Radar	\$ 0	\$ 27,500	\$ 27,500	\$ 27,500	\$ 27,500
In-Vehicle MOT	\$ 25,000	\$ 0	\$ 0	\$ 0	\$ 0
Women's Locker Room Exp.	\$ 20,000	\$ 0	\$ 0	\$ 0	\$ 0
Public Works					
Dump Body	\$ 16,000	\$ 0	\$ 0	\$ 0	\$ 0
Road Construction	\$ 600,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
Roller	\$ 20,000	\$ 0	\$ 0	\$ 0	\$ 0
River Road Culvert	\$ 60,000	\$ 0	\$ 0	\$ 0	\$ 0
Main Street Improvements	\$ 200,000	\$ 0	\$ 0	\$ 0	\$ 0
Weed Technics	\$ 22,700	\$ 0	\$ 0	\$ 0	\$ 0
Plow Truck	\$ 45,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000
Main St Lts (LED/wiring)	\$ 0	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Brunswick-Topsham Bridge	\$ 0	\$ 360,000	\$ 360,000	\$ 360,000	\$ 360,000
Recreation					
Facility Improvements	\$ 65,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
GMC 1 Ton Dumptruck 2005	\$ 0	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Solid Waste					
Loader Plow Unit	\$ 4,000	\$ 0	\$ 0	\$ 0	\$ 0
Totals	\$1,293,200	\$1,503,000	\$1,503,000	\$1,503,000	\$1,503,000

Board of Selectmen Recommendation	Allocation	Finance Committee Recommendation
\$ 70,664	Taxation	\$ 70,664
\$ 12,875	By-Pass TIF	\$ 12,875
\$ 11,500	Bowdoin Mill TIF	\$ 11,500
\$ 74,875	By-Pass North TIF	\$ 74,875
\$ 49,000	Interchange TIF	\$ 49,000
\$ 50,000	Frost Street TIF	\$ 50,000
\$ 352,711	Downtown TIF	\$ 352,711
\$ 6,375	Affordable TIF	\$ 6,375
\$ 525,000	Surplus	\$ 525,000
\$ 250,000	Excise	\$ 250,000
\$ 100,000	URIP	\$ 100,000
\$1,503,000	Total	\$1,503,000

Board of Selectmen Recommendation:
Finance Committee Recommendation:

Ought to Pass
Ought to Pass

Passed

Article 7 - To see what sum the Town will vote to spend for **Public Safety** under the following accounts and to see what sum the Town will vote to raise and appropriate for the same:

	<u>2019-20</u> <u>Approved</u> <u>Appropriation</u>	<u>2020-21</u> <u>Board of Selectmen</u> <u>Recommendation</u>	<u>2020-21</u> <u>Finance Committee</u> <u>Recommendation</u>
Public Safety			
Police Protection	\$1,805,522	\$ 1,975,370	\$ 1,975,370
Fire Protection/Rescue	<u>\$1,182,325</u>	<u>\$ 1,231,266</u>	<u>\$ 1,231,266</u>
Totals	\$2,987,847	\$ 3,206,636	\$ 3,206,636

<u>2020-21</u> <u>Board of Selectmen</u> <u>Recommendation</u>	<u>Allocation</u>	<u>2020-21</u> <u>Finance Committee</u> <u>Recommendation</u>
\$ 328,000	General Revenues	\$ 328,000
\$ 320,000	Surplus	\$ 320,000
\$ 400,000	Excise	\$ 400,000
<u>\$2,158,636</u>	<u>Taxation</u>	<u>\$ 2,158,636</u>
\$3,206,636	Total	\$ 3,206,636

Board of Selectmen Recommendation: **Ought to Pass** Passed
Finance Committee Recommendation: **Ought to Pass**

Article 8 - To see what sum the Town will vote to spend for **Public Works, Solid Waste and Recycling Program** under the following accounts and to see what sum the Town will vote to raise and appropriate for the same: (The Public Works Department is authorized to spend funds from this article in support of Capital Projects.)

	<u>2019-20</u> <u>Approved</u> <u>Appropriation</u>	<u>2020-21</u> <u>Board of Selectmen</u> <u>Recommendation</u>	<u>2020-21</u> <u>Finance Committee</u> <u>Recommendation</u>
Public Works	\$1,319,447	\$ 1,369,771	\$ 1,369,771
Solid Waste/Recycling	<u>\$ 444,593</u>	<u>\$ 446,869</u>	<u>\$ 446,869</u>
Totals	\$1,764,040	\$ 1,816,640	\$ 1,816,640

<u>2020-21</u> <u>Board of Selectmen</u> <u>Recommendation</u>	<u>Allocation</u>	<u>2020-21</u> <u>Finance Committee</u> <u>Recommendation</u>
\$ 292,000	General Revenues	\$ 292,000
\$1,150,000	Excise	\$1,150,000
<u>\$ 374,640</u>	<u>Taxation</u>	<u>\$ 374,640</u>
\$1,816,640	Total	\$1,816,640

Board of Selectmen Recommendation: **Ought to Pass** Passed
Finance Committee Recommendation: **Ought to Pass**

Article 9 - To see what sum the Town will vote to increase the maximum property tax levy limit established by State Law (L.D. 1) in the event that the municipal budget approved at this Town Meeting results in a tax commitment in excess of the maximum property tax levy otherwise applicable such that the increased maximum property tax levy hereby established will equal the amount committed: (By State Law, the vote on this article must be by written ballot.)

Board of Selectmen Recommendation: **No recommendation** Withdrawn
Finance Committee Recommendation: **No recommendation**

Article 10 - To see if the voters will adopt an Ordinance to amend the Topsham Code Chapter 225, that revises the performance standards for uses within the Aquifer Protection Zone and amends the Zoning Map to revise the boundaries of the Aquifer Protection Zone. Specific Land Use Chapter changes include: 225-12 Rules Governing Zone Boundaries, 225-20 Aquifer Protection Overlay District.

Exhibit 10 (Available at: www.topshammaine.com)

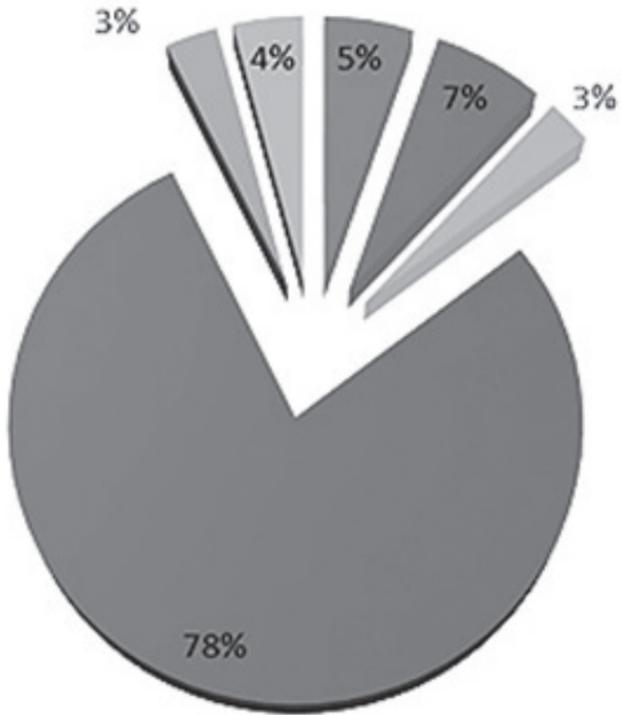
Planning Board Recommendation: **Ought to Pass** Passed

Article 11 - To see if the voters will adopt an Ordinance to amend the Topsham Code Chapter 225, that defines Solar Energy Conversion Systems (solar farms) and establishes performance standards for the use. Specific Land Use Chapter changes include: 225-6 Definitions, 225-16 Use Regulations, 225-60.19 Solar Energy Conversion Systems.

Exhibit 11 (Available at: www.topshammaine.com)

Planning Board Recommendation: **Ought to Pass** Passed

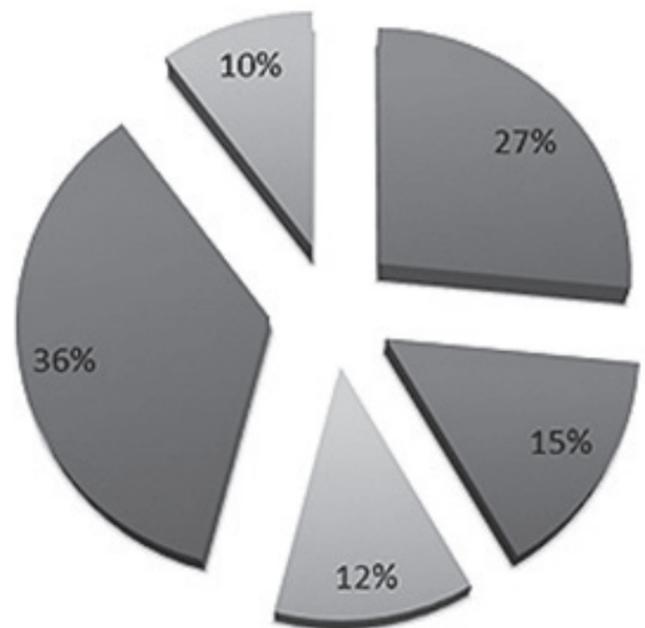
2020-2021 REVENUE



- GENERAL (5%)
- EXCISE TAX (7%)
- REVENUE SHARING (3%)
- PROPERTY TAX (78%)
- HOMESTEAD/BETE (3%)
- OTHER (4%)

2020-2021 EXPENSE

- PUBLIC SAFETY (27%)
- PUBLIC WORKS & SOLID WASTE (15%)
- CAPITAL PROGRAM (12%)
- GENERAL GOVERNMENT (36%)
- DEBT (10%)

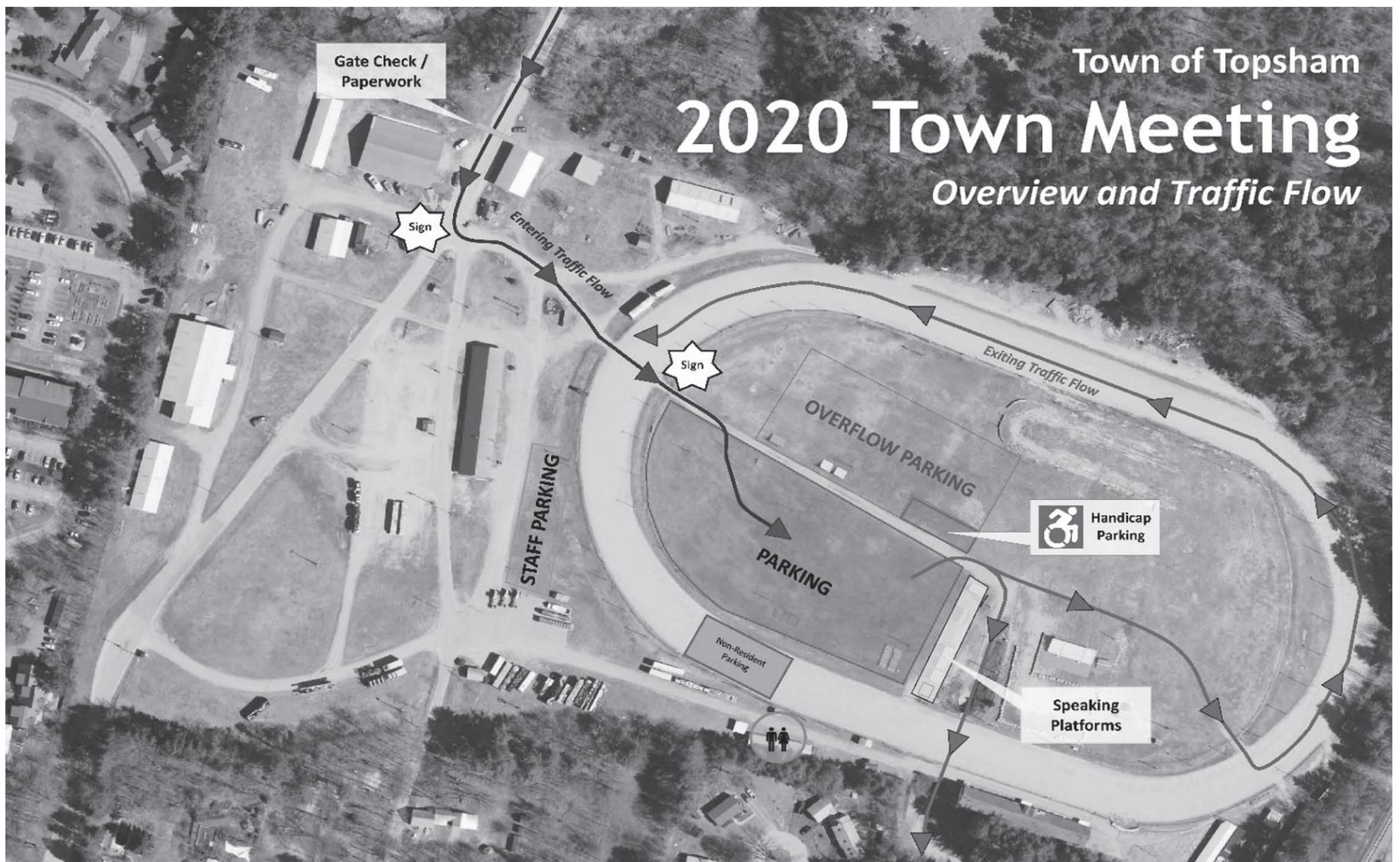
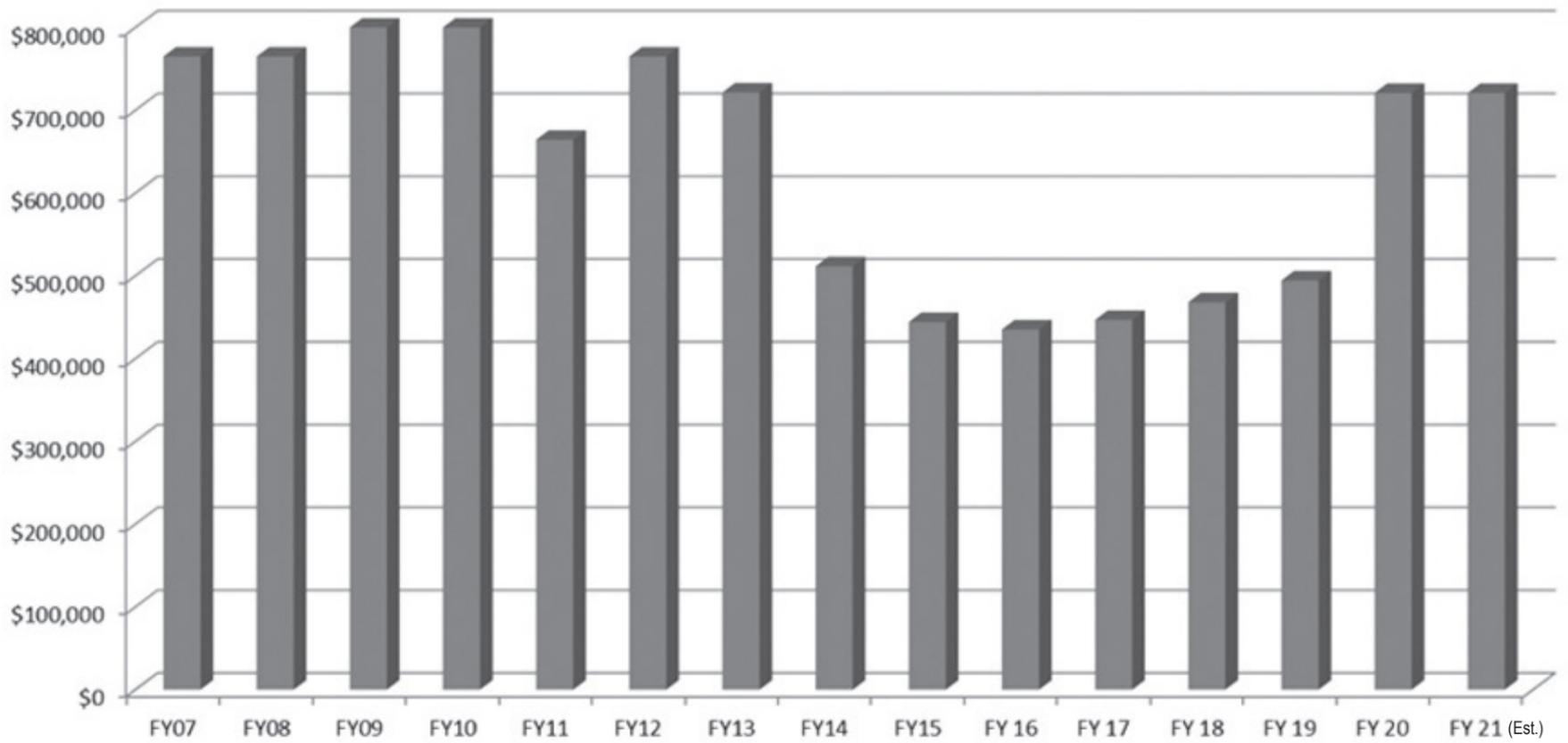


2020-2021 COMMITMENT



- M.S.A.D. NO. 75 (54%)
- MUNICIPAL (37%)
- COUNTY (9%)

STATE REVENUE SHARING



- Use the Route 196/Coastal Connector entrance to enter the fairgrounds.
- Gates open at 5:00 PM – If you need to register to vote, please arrive at 5:00 PM.
- You will be given a voting card upon checking-in.
- Proceed to the designated parking area. Signs will be posted. Topsham employees will guide you to your parking spot.
- Handicapped accommodations will be made.
- **DO NOT EXIT** your vehicle unless directed by a Topsham employee, per Governor’s Executive Order regarding mass gatherings.
- The Town encourages the use of masks if medically able to do so.
- If you want to speak on an article, use the restroom, or need to leave, hold up your assistance card (provided), and a Topsham employee will assist you.
- The meeting will be broadcasted over an FM radio station (TBD).
- Hold your voting card (provided) out of your window in order to cast a vote when prompted to do so by the moderator.

Article 12 - To see if the voters will adopt an Ordinance to amend the Topsham Code Chapter 225, A proposed ordinance amendment to amend the Topsham Zoning Map to expand the Mobile Home Overlay Zone and Rural Residential (R-3) Zone and amend Chapter 225-85 to reflect the proposed boundary descriptions.

Exhibit 12 (Available at: www.topshammaine.com)

Planning Board Recommendation:

Ought to Pass

Passed

Article 13 - To see if the voters will accept Forest Glen, Merryman Way, Marilynne Way as town owned ways (Mallet Woods Subdivision Roads)

Exhibit 13 (Available at: www.topshammaine.com)

Planning Board Recommendation:

Ought to Pass

Passed

Article 14 - To see if the voters will accept Granite Hill Drive and Beryl Loop as town owned ways (Oak Hill Subdivision Roads)

Exhibit 14 (Available at: www.topshammaine.com)

Planning Board Recommendation:

Ought to Pass

Passed as amended to include Tourmaline Drive

Article 15 - To see if the voters will adopt an Ordinance to add a new ordinance to the Topsham Code entitled- Cost Recovery for Fire-Based Emergency Response Services that defines emergency response services and allows the select board to set fees for restitution of those services.

Exhibit 15 (Available at: www.topshammaine.com)

Board of Selectmen Recommendation:

Ought to Pass

Passed

Article 16 - Shall the Town of Topsham vote to authorize the municipal officers to submit a Community Development Block Grant application, in support of Wicked Joe, LLC, for the following program and dollar amount:

Program: Economic Development Program

Amount: \$500,000

and to submit same to the Department of Economic and Community Development, and if said program is approved, to authorize the municipal officers to accept said grant funds, to make such assurances, assume such responsibilities, and exercise such authority as are necessary and reasonable to implement such programs.

Furthermore, the Town of Topsham is cognizant of the requirement that should the intended National Objective of the CDBG program not be met, all CDBG funds must be repaid to the State of Maine CDBG program.

Board of Selectmen Recommendation:

Ought to Pass

Passed

Article 17 - To see if the voters will adopt an Ordinance to amend the Topsham Code Chapter 161. Parks and Recreation

161-4 Rules and Regulations

19. Open water fishing and Ice Fishing from the banks of Ponds at Solid Waste Facility is allowed with proper Maine License and adherent to Maine State Law. Observance of the Ponds use time must be observed. ~~No ice skating, commercial bait fishing or ice fishing is allowed.~~ (delete has strikethrough, add is underlined)

Board of Selectmen Recommendation:

Ought to Pass

Passed

Article 18 - To see if the voters will vote to pay for tax abatements and applicable interest granted during the fiscal year of 2020/2021 from Overlay. (Explanation: The Assessor is authorized to raise Overlay under 36 MRSA, Section 710, but voter authorization is required to spend Overlay. Overlay cannot be more than 5% of the Tax Commitment)

Board of Selectmen Recommendation:

Ought to Pass

Passed

Article 19 - To see if the Town will fix the date of Wednesday, May 19, 2021 for the Special Town Meeting.

Board of Selectmen Recommendation:

Ought to Pass

Articles 19-25 passed as a single vote

Article 20 - To see if the Town will fix the dates when taxes are due and payable, Thursday, October 15, 2020 and Thursday, April 15, 2021 and to see if the Town will fix a rate of interest to be charged on taxes after said date at 8% or the maximum amount determined by the State Treasurer.

Board of Selectmen Recommendation:

Ought to Pass

Article 21 - To see if the Town will establish a **maximum interest rate** to be paid on abated taxes:

8% or the maximum rate established by the State Treasurer

For delinquent taxes the interest rate to be paid by the Town reduced by 2%

Board of Selectmen Recommendation:

Ought to Pass

Article 22 - To see if the Town will authorize the Selectmen to dispose of **Town-Owned personal property** with value of \$5,000 or less under such terms they deem advisable.

Board of Selectmen Recommendation:

Ought to Pass

Article 23 - To see if the Town will authorize the Selectmen to **accept gifts** on behalf of the Town under such terms they deem advisable.

Board of Selectmen Recommendation:

Ought to Pass

Article 24 - To see if the Town will authorize the Selectmen to convey by deeds of quit-claim title or other titles as appropriate any real estate acquired by the Town to such persons for such considerations as the Selectmen may in each case determine.

Board of Selectmen Recommendation:

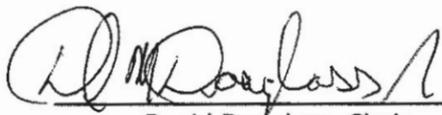
Ought to Pass

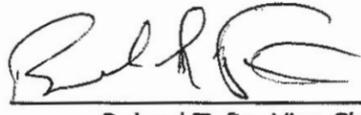
Article 25 - To see if the Town will authorize the Selectmen to apply for grants, approve the acceptance of grants, receive grants, appropriate the Town's share of the grant from funds raised at a Town Meeting and expend the grant for the purpose stated in the grant.

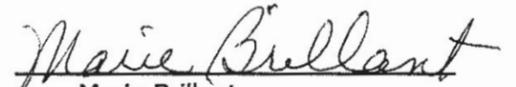
Board of Selectmen Recommendation:

Ought to Pass

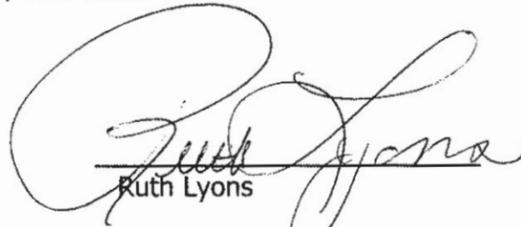
GIVEN UNDER OUR HANDS 2nd DAY OF July, 2020 BY THE BOARD OF SELECTMEN:


David Douglass, Chair


Roland Tufts, Vice-Chair


Marie Brilliant


Matthew Nixon


Ruth Lyons

The Registrar of Voters office located at the Municipal Building is open Monday - Friday during regular business hours; for the purpose of accepting new registrations and to make address, name and /or enrollment changes. In addition, the Deputy Registrar will be present at the Special Town Meeting from 5:00 p.m. - 6:00 p.m. on July 29, 2020, with back-up dates in the event of inclement weather on July 30th and/or 31st.

A true copy of the warrant.

Attest: 
Clerk of: Topsham



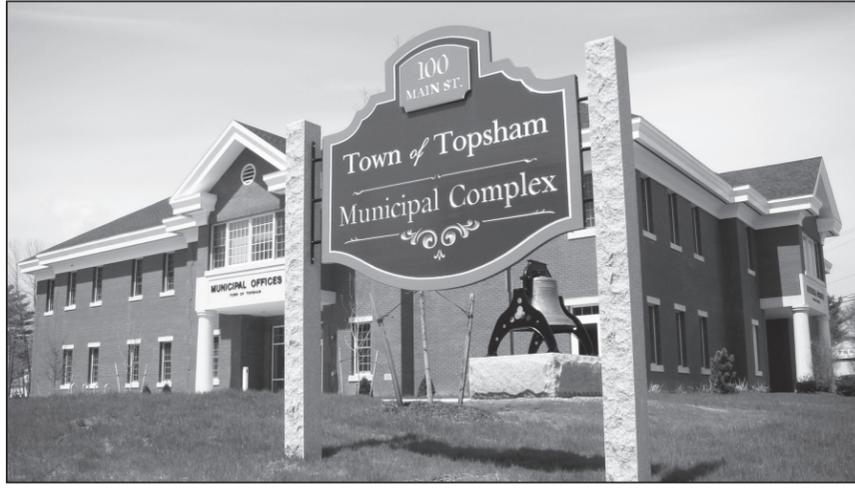
**Maine's Bicentennial
1820 - 2020**



19th Century photo of Sagadahoc Agricultural & Horticultural Society members, known today as Topsham Fair Association.

Town of Topsham
100 Main Street
Topsham, ME 04086

PRSR STD
US Postage Paid
Permit No. 130
Portsmouth, NH



*****ECRWSS
POSTAL CUSTOMER
TOPSHAM, ME 04086

Please bring this town warrant to the Special Town Meeting

SPECIAL TOWN MEETING

Mark your calendar

**Drive-In Topsham Town Meeting
Topsham Fairgrounds
July 29th, 2020 at 6:00 PM**

(Rain Dates: July 30th, July 31st)

* The Town Warrant and supporting exhibits are located on the Town's website at: www.topshammaine.com

- Use the Route 196/Coastal Connector entrance to the fairgrounds
- Gates open at 5:00 PM – If you need to register to vote, please arrive at 5:00 PM.
- You will be given a voting card upon checking-in.
- Proceed to the designated parking area. Signs will be posted. Topsham employees will guide you to your parking spot.
- Handicapped accommodations will be made.
- **DO NOT EXIT** your vehicle unless directed by a Topsham employee, per Governor's Executive Order regarding mass gatherings.
- The Town encourages the use of masks if medically able to do so.
- If you want to speak on an article, use the restroom, or need to leave, hold up your assistance card (provided), and a Topsham employee will assist you.
- The meeting will be broadcasted over an FM radio station (TBD).
- Hold your voting card (provided) out of your window to cast a vote when prompted to do so by the moderator.

**PLEASE TURN TO MIDDLE SECTION FOR THE TOPSHAM
TOWN MEETING AERIAL OVERVIEW & TRAFFIC FLOW**