

# WARRANT FOR SPECIAL TOWN MEETING

Topsham, Maine  
 May 28, 2025  
 Sagadahoc, ss

TO: Marc Hagan, 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 Mt. Ararat High School Forum Room on Wednesday, the 28th day of May 2025 A.D. at 7:00 o'clock p.m. in the evening, with a back-up date on Thursday, May 29, 2025 and then and there to act on Articles 1 thru 25 to wit:

**Article 1:** To elect a **Moderator** to preside at said meeting.

**Article 2:** To see if the Town will ratify the change to allow the Select Board, 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

**Article 3:** To have the Town vote to raise, appropriate and spend the sum of **\$200,255** for Debt Service.

	2025-2026 Select Board Recommendation	2025-2026 Finance Committee Recommendation
Equipment Bond (2015)	\$ 75,571	\$ 75,571
Equipment Bond (2016)	\$ 124,684	\$ 124,684
<b>Total</b>	<b>\$ 200,255</b>	<b>\$ 200,255</b>

Estimated Portion Allocable to TIF's	Interchange TIF	<b>\$ 20,025</b>
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**Select Board Recommendation:** **Ought to Pass**  
**Finance Committee Recommendation:** **Ought to Pass**

**Article 4:** 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 Select Board to transfer funds from Municipal Insurance to departments outside of General Government, for anticipated employee wage and benefit adjustments.

	2024-2025 Approved Appropriation	2025-2026 Select Board Recommendation	2025-2026 Finance Committee Recommendation
<b>General Government</b>			
1. Administration	\$ 428,898	\$ 428,903	\$ 428,903
2. Municipal Officers	\$ 20,021	\$ 20,301	\$ 20,301
3. Finance & Tax Collector	\$ 420,403	\$ 444,568	\$ 444,568
4. Central Services	\$ 340,100	\$ 325,265	\$ 325,265
5. Town Clerk/Elections	\$ 220,934	\$ 219,019	\$ 219,019
7. Assessing	\$ 156,354	\$ 161,336	\$ 161,336
8. Planning & Codes	\$ 446,803	\$ 448,837	\$ 448,837
9. Economic Development/TDI	\$ 31,500	\$ 27,500	\$ 27,500
10. Municipal Insurance	\$ 204,359	\$ 483,368	\$ 483,368
11. Facilities Maintenance	\$ 372,960	\$ 368,072	\$ 368,072
12. Parks & Recreation	\$ 377,733	\$ 395,497	\$ 395,497
13. Library	\$ 887,954	\$ 904,700	\$ 904,700
14. General Assistance	\$ 20,100	\$ 20,100	\$ 20,100
15. Contractual Services	\$ 154,432	\$ 144,900	\$ 144,900
16. Public Utilities	\$ 461,000	\$ 485,500	\$ 485,500
<b>TOTAL</b>	<b>\$ 4,543,551</b>	<b>\$ 4,877,866</b>	<b>\$ 4,877,866</b>

Estimated Portion Allocable to TIF's	Interchange TIF	<b>\$ 365,081</b>
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**Select Board Recommendation:** **Ought to Pass**  
**Finance Committee Recommendation:** **Ought to Pass**

**Article 5:** To see what sum the Town will vote to spend for the Capital Projects Fund under the following accounts and see what sum the Town will vote to raise and appropriate for the same.

	2024-2025 Approved Appropriation	2025-2026 Select Board Recommendation	2025-2026 Finance Committee Recommendation
<b>Administration</b>			
IT/Comms/Office Replacement	\$ 30,000	\$ 30,000	\$ 30,000
Capital Maintenance	\$ 75,000	\$ 75,000	\$ 75,000
Capital Replacement	\$ 350,000	\$ 0	\$ 0
Revaluation	\$ 25,000	\$ 25,000	\$ 25,000
<b>Fire Protection/Rescue</b>			
Vehicle/Equipment Replacement (1)	\$ 465,000	\$ 371,000	\$ 371,000
<b>Police</b>			
Vehicle/Equipment Replacement	\$ 130,000	\$ 65,000	\$ 65,000
<b>Public Works</b>			
Road Construction	\$ 650,000	\$ 500,000	\$ 500,000
Vehicle/Equipment Replacement	\$ 350,000	\$ 38,000	\$ 38,000
Development and Construction Projects (2)	\$ 950,000	\$ 800,000	\$ 800,000
<b>Parks &amp; Recreation</b>			
Recreation Field Bleachers		\$ 11,000	\$ 11,000
<b>TOTALS</b>	<b>\$ 3,025,000</b>	<b>\$ 1,915,000</b>	<b>\$ 1,915,000</b>

- (1) Includes replacement for Chief's vehicle, Air packs, Engine 1 pump repair and battery powered extrication tools
- (2) Rather than separating Development and Construction, propose \$800,000 which could be spent on engineering and/or construction for the following projects: Tedford Road design/improvements, Pleasant Point Road design/improvements, Solid Waste Facility design/improvements, Community Center design, Bay Park Water Analysis/Design, Ivanhoe Water Analysis/Design. This is not enough to fund all of these projects, nor could we do all this year, but we'd like flexibility in the funding to address them as opportunities present themselves and /or need arises. Also avoids tying up extra money by budgeting each separately.

Estimated Portion Allocable to TIF's		
Interchange TIF		\$94,350
Frost St. TIF		\$12,430
Bypass TIF		\$11,130
Bypass North TIF		\$11,130
Downtown TIF		\$21,000
<b>Total</b>		<b>\$150,040</b>

**Select Board Recommendation:** Ought to Pass  
**Finance Committee Recommendation:** Ought to Pass

**Article 6:** 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.

	2024-2025 Approved Appropriation	2025-2026 Select Board Recommendation	2025-2026 Finance Committee Recommendation
<b>Public Safety</b>			
Police Protection	\$ 2,374,276	\$ 2,548,423	\$ 2,548,423
Fire Protection/Rescue	\$ 1,933,695	\$ 2,157,431	\$ 2,157,431
<b>TOTAL</b>	<b>\$ 4,307,971</b>	<b>\$ 4,705,854</b>	<b>\$ 4,705,854</b>

**Select Board Recommendation:** Ought to Pass  
**Finance Committee Recommendation:** Ought to Pass

**Article 7:** To see what sum the Town will vote to spend for Public Works and Solid Waste/Recycling 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).

	2024-2025 Approved Appropriation	2025-2026 Select Board Recommendation	2025-2026 Finance Committee Recommendation
Public Works	\$ 1,799,631	\$ 1,820,615	\$ 1,820,615
Solid Waste/Recycling	\$ 601,930	\$ 601,921	\$ 601,921
<b>TOTAL</b>	<b>\$ 2,401,561</b>	<b>\$ 2,422,536</b>	<b>\$ 2,422,536</b>

**Select Board Recommendation:** Ought to Pass  
**Finance Committee Recommendation:** Ought to Pass

**Article 8:** To see if the Town will vote to adopt the proposed 2025 Climate Action Plan. A copy of the plan is available at the Town’s website ([www.topshammaine.com](http://www.topshammaine.com)) or by contacting the Town Clerk.

**Select Board Recommendation: Ought to Pass**

**Article 9:** Shall an ordinance be enacted to amend the Town Code, **Chapter 225, Attachment 2, Table of Dimensional Requirements** to amend the following:

*Explanation: In the year since maximum impervious coverage was adopted it has been burdensome upon single-family homeowners simply wishing to complete small changes to their property such as installing a shed or building a patio. To properly meet these requirements a professional surveyor or engineer is required, which is onerous for these small changes. By limiting applicability to those subject to Site Plan Review those who may require more impervious space due to commercial or industrial needs will still be held to this standard, as well as multifamily developments. Additionally, the maximum impervious coverage in the MUL is being altered to a higher number to bring it in line with other similar zones.*

**Town of Topsham  
Table of Dimensional Requirements**

[Amended 7-31-2000 STM, Art. 5; 5-16-2001 STM, Art. 28; 5-20-2004 STM, Art. 18; 9-8-2005 STM, Art. 3; 5-24-2006 STM, Art. 15; 5-24-2007 STM, Art. 15; 11-13-2008 STM, Art. 8; 5-20-2009 STM, Art. 15; 5-19-2010 STM, Art. 13; 5-16-2012 STM, Art. 11; 5-18-2016 STM, Art. 12; 5-17-2017 STM, Art. 11; 5-30-2023 STM by Art. 11; 5-30-2023 STM by Art. 12; 5-22-2024 STM by Art. 10]

Requirements	R-1	R-2	R-3 <sup>23</sup>	CC	R4 <sup>28</sup>	RCU	MUL	MUC	MUC- 1	BP2	BP <sup>10</sup>	CC196	LV	MV	VC	LI	I	R2B
Minimum lot size (sf)	20	30	1.5 acres	20	10	30	30 <sup>1</sup>	20	30	10	10	10 <sup>11</sup>	7.5	15	10	20 <sup>22</sup>	40	3,000
Minimum frontage	100	125	150	100	75	200	200 <sup>1</sup>	100	100	50 <sup>6</sup>	50 <sup>6</sup>	100 <sup>12</sup>	50	100	50	100 <sup>17</sup>	200	125 <sup>24</sup>
Minimum front setback	20	25	75	25	10	80 <sup>4</sup>	20	25 <sup>30</sup>	25	15	25 <sup>7</sup>	25	10 <sup>15</sup>	25 <sup>30</sup>	10 <sup>15, 30</sup>	25 <sup>18, 19</sup>	100	35
Maximum front setback					25 <sup>26</sup>								15 <sup>15</sup>		25 <sup>15</sup>			
Minimum side setback	10	15	35	15 <sup>3</sup>	10	30 <sup>4</sup>	20 <sup>1</sup>	15 <sup>4</sup>	15 <sup>4</sup>	15 <sup>15</sup>	15 <sup>7, 8, 9</sup>	15 <sup>13</sup>	10 <sup>15</sup>	15	10 <sup>15</sup>	15 <sup>15</sup>	25	25
Minimum rear setback	25	25	50	25 <sup>3</sup>	10	30 <sup>4</sup>	20 <sup>1</sup>	25 <sup>3</sup>	25 <sup>3</sup>	15	15 <sup>7, 8, 9</sup>	15 <sup>13</sup>	25 <sup>3</sup>	25	25	25	40	25 <sup>25</sup>
Maximum building height	35	35	35	45 <sup>27</sup>	45	35	50 <sup>27</sup>	45 <sup>27</sup>	45 <sup>27</sup>	35 <sup>27</sup>	50 <sup>29</sup>	45 <sup>29</sup>	45 <sup>27</sup>	35	45 <sup>27</sup>	45 <sup>27</sup>	50	35
Minimum building height												35 <sup>21</sup>	25 <sup>21</sup>	35 <sup>21</sup>				
Maximum structure height	75 <sup>5</sup>	75 <sup>5</sup>	150 <sup>5</sup>	75 <sup>5</sup>	75 <sup>5</sup>	100 <sup>5</sup>	75 <sup>1.5</sup>	100 <sup>5</sup>	60	60	60	60	75 <sup>5</sup>	75 <sup>5</sup>	75 <sup>5</sup>	75 <sup>5</sup>	150 <sup>5</sup>	75 <sup>5</sup>
Maximum building footprint (sf) per building													15.0	5.0	15.0	70 <sup>20</sup>		
Minimum building footprint (sf)													2.5	1.0	2.5	2.0 <sup>20</sup>		
Maximum impervious coverage (%) <sup>31</sup>	60	40	15 <sup>29</sup>	80	60	60	40 <sup>60</sup>	85	80	80	80	80	85	65	80	80	90	40

All dimensions are feet or square feet (sf) unless otherwise noted. Minimum and maximum building footprints and lot sizes are in thousands of square feet. Superscript numbers refer to the following footnotes.

**NOTES:**

- A. The front setback may be reduced to the average of the front setbacks of existing structures on adjacent properties, however the front setback may not exceed the maximum allowable setback as specified in the Table of Dimensional Requirements.
- B. Buildings and structures which are separated by less than 30 feet from abutting property buildings and structures or are less than 15 feet from a property line are recommended to utilize fire rated construction.
- C. Residential subdivisions proposed to be located on open fields or pasture (whether or not they are actively used) shall be designed in accordance with the clustering approach described in § 225-43.
- D. Individual dwelling units shall have a minimum of 500 square feet of living space. Accessory dwelling units shall also have a minimum of 500 square feet of living space.
- E. No building may be erected on any lot which does not abut a public way or a private way with the minimum length of frontage required for the particular zone. Any private way must connect directly to a public way.
- F. Refer to overlay zone and specific use regulations for lot sizes which may pertain within those zones or for specific uses.
- G. The dimensional requirements set forth in this § 225-17 shall not be applicable to any common plan development (§ 225-17D below) located within a commercial zone, except the Maximum Impervious Coverage standard is applicable to development subject to chapter 175 Site Plan Review for the zone within which the common plan development is located.
- H. Within the MUC-1 District, a vegetated buffer must be maintained along the boundary with a residential zone in accordance with the buffer requirements of § 225-60.7 or § 225-60.8, whichever is applicable.

**FOOTNOTES:**

- <sup>1</sup> Residential development located in a subdivision approved by the Planning Board prior to April 1, 1999, may be amended and developed, without a variance or waiver, based on the dimensional requirements existing at the time of the original Planning Board approval of the subdivision, provided that building permits for the construction are issued by December 31, 2004.
- <sup>2</sup> No parking shall be allowed in the front setback.
- <sup>3</sup> Parking and drives shall be a minimum of 10 feet from property line except that parking and drives may not be located within a side or rear setback adjacent to a parcel in residential use.
- <sup>4</sup> No parking shall be allowed in the setback in this district.
- <sup>5</sup> Structures that have roofs or other means of overhead protection from the weather are subject to the same height limits as for buildings in this zone.
- <sup>6</sup> (Reserved)
- <sup>7</sup> No lot in the BP Zone may have its required frontage on Route 196.
- <sup>8</sup> Any building or structure shall be set back a minimum of 75 feet from the edge of the paved travelway of Route 196.
- <sup>9</sup> Any building or structure other than public utility facilities shall be set back a minimum of 75 feet from the property line of the Interstate 295 right-of-way.
- <sup>10</sup> Any building or structure shall be set back a minimum of 75 feet from the boundary of the BP Zone if the abutting zone is a residential zone, or from the property line of a parcel that is in residential use in any other zone. If any portion of this required setback from the zone boundary or residential property is located within a utility easement, road right-of-way, or other legally restricted area that limits its value as a buffer, the size of the required setback shall be increased by the width of easement, right-of-way, or other restriction.
- <sup>11</sup> All required front yard, side yard, and rear yard setbacks, including required setbacks from Route 196, I-295, the boundary of the BP Zone, and adjacent residential properties, must be maintained as naturally vegetated and/or landscaped open space except for access drives that cross the setback from the adjacent street. No parking, service, or storage facilities may be located within the required setbacks.
- <sup>12</sup> The required minimum lot size shall be 20,000 square feet for single-family dwellings that are not connected to the public sewer system.
- <sup>13</sup> The minimum frontage shall be 50 feet for lots that do not front on or have vehicle access to Route 196.
- <sup>14</sup> The required setback shall be increased to 25 feet for new nonresidential buildings or structures that abut a residential use.
- <sup>15</sup> Maximum setback does not apply to additional buildings if the massing of the initial building meets the setback; consideration shall be given to building siting. Front and side zero-foot lot line developments are allowed with conditional review by the Planning Board. If the zero-foot setback fronts a public right-of-way, a twelve-foot-wide streetscape containing a five-foot-wide sidewalk is required.
- <sup>16</sup> (Reserved)

- <sup>17</sup> In the LI Zone, lots fronting on Route 201 shall have a minimum of 100 linear feet of frontage. Lots without frontage on Route 201 shall have a minimum of 200 linear feet of frontage.
- <sup>18</sup> In the LI Zone, when a parcel includes Route 201 frontage, this frontage shall be the front property line and from which the front setback is measured.
- <sup>19</sup> Near-field buildings placed between Route 201 and larger buildings setback a minimum of 150 feet from the front property line shall have a maximum setback of 25 feet and a minimum setback of 10 feet.
- <sup>20</sup> Freestanding buildings directly fronting Route 201 shall not exceed 30,000 square feet and shall require conditional Planning Board review. Freestanding buildings directly fronting Route 201 exceeding 30,000 square feet shall be placed behind near-field buildings meeting the minimum building footprint for the zone. Minimum building footprints are only applicable to buildings fronting Route 201.
- <sup>21</sup> Only applies to buildings directly fronting Route 201.
- <sup>22</sup> Lots fronting on Route 201 shall have a minimum lot size of 10,000 square feet.
- <sup>23</sup> A property owner or applicant may choose to develop a subdivision in the R-3 District in one of the following three ways or a combination thereof:
- (a) As a conventional subdivision which conforms to the requirements for the R-3 District as set out in the Table of Dimensional Requirements; or
  - (b) As a large-lot subdivision meeting the requirements set forth in Subsection H; or
  - (c) As an open space subdivision meeting the requirements set forth in Subsection I.
- <sup>24</sup> For any nonresidential use, frontage must be increased by 25 feet.
- <sup>25</sup> For any nonresidential use, the rear setback is increased to 50 feet, where existing vegetation within the rear 35 foot setback is maintained and supplemented with three rows of six foot minimum height trees 10 feet to 15 feet oncenter.
- <sup>26</sup> Twenty-five-foot maximum setback shall only apply to residential uses within the R4 Zoning District.
- <sup>27</sup> Where a ground-level or below-grade parking area resides within the building footprint, 15 feet of height may be added to the maximum building height.
- <sup>28</sup> Housing developments in the R4 Zone shall achieve a standard of 10% of all units being classified as affordable. Affordable housing units shall meet the development standards in § 225-60.6D(1) through (4), including qualified buyers/renters, non-segregation, design, and maintenance of affordability.
- <sup>29</sup> Permitted civic uses on lots under 6 acres may not exceed 40% impervious or 39,204 sq. ft., whichever is less.
- <sup>30</sup> Where the area from the back of curb or the edge of pavement to the lot line is less than 12 feet, a streetscape easement must be provided on the private lot to expand the area to at least 12 feet. The minimum setback for the building must be measured from the easement edge, at least 12 feet off the back of curb/edge of pavement.
- <sup>31</sup> This standard is limited to development subject to chapter 175 Site Plan Review.

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

**Article 10:** Shall an ordinance be enacted to amend the Town Code, **Chapter 225-60.2 Planned residential developments** to replace maximum lot coverage with maximum impervious coverage.

*Explanation: The wording is being updated here so that the maximum impervious coverage requirement is applicable.*

**§ 225-60.2. Planned residential developments. [Added 5-19-1999 STM, Art. 13; amended 5-17-2000 STM, Art. 15]**

The goals of these provisions for planned residential developments are:

- A. To provide flexibility in development standards.
- B. To encourage innovative housing types.
- C. To construct a pattern of development that reflects the most appropriate use of the area.
- D. To provide a provision for increased amenities.
- E. To maintain a traditional residential development.

Planned residential developments shall be allowed in those districts in which they are permitted or conditional uses in accordance with the following provisions:

- (1) A planned residential development that is located in a Mixed-Use Limited (MUL) Zone may extend into an adjacent residential zone for that portion of the planned residential development which is residential and open space and the entire development be governed by the provisions of this section even if planned residential developments are not permitted within that residential zone.
- (2) Notwithstanding the requirements of the underlying zoning district(s) and the cluster provisions of § 225-43, the planned residential development and all uses, buildings and structures associated with it shall be governed by the following dimensional requirements:

Minimum site size. A planned residential development shall include a minimum of 25 acres.

Minimum net residential acreage per dwelling unit. There shall be a minimum of 10,000 square feet of net residential acreage within the overall area of the planned residential development for each dwelling unit; provided, however, that for any portion of the development located in an R-3 Zone, the minimum net residential acreage per dwelling unit shall be 30,000 square feet.

Minimum lot width. Any individual lot within the planned residential development shall have a minimum lot width of 75 feet.

~~Maximum lot coverage~~impervious coverage. The total portion of the gross area of the planned residential development covered by ~~building and structures~~impervious surface area shall be not more than 25%.

Maximum building height. No building shall exceed 45 feet.

Minimum building separation. All buildings and structures shall be separated by a minimum of 10 feet at the closest point unless fire protection codes require a greater separation.

[Here marks the end of the code within this section to be amended]

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

**Article 11:** Shall an ordinance be enacted to amend the Town Code, **Chapter 225-60.4 Planned commercial developments** to replace minimum landscape and maximum floor area ratios with maximum impervious coverage.

*Explanation: The wording is being updated here so that the maximum impervious coverage requirement is applicable.*

**§ 225-60.4. Planned commercial developments. [Added 7-31-2000 STM, Art. 5]**

- A. Goals. The goals for these provisions for planned commercial developments are:
  - (1) To provide flexibility in development standards.

- (2) To encourage a pattern of development that reflects the most appropriate use of the area.
- (3) To encourage developments with an integrated design theme.
- B. Where permitted. Planned commercial developments are permitted in those zones indicated on Table 225-16.
- C. Uses allowed. Any use allowed as a permitted use or conditional use in the zone in which the development is located shall be permitted as part of the planned commercial development.
- D. Overall development plan. The planned commercial development shall be developed based upon an overall development plan approved by the Planning Board. The overall development plan shall include the elements identified in the definition of a planned commercial development. The plan shall conform to the following requirements.
  - (1) The design of the planned commercial development shall reflect an overall sense that the entire project is part of a single development with a pedestrian-friendly scale. As such, the buildings shall convey a common character but need not to similar in either design or scale. Common elements, such as signs, lighting and site furniture and improvements, shall be used, where practical, to establish a sense of community. Where appropriate, pedestrian and bicycle linkages shall be provided to bring the elements of the planned commercial development together and to link the development with systems on the perimeter of the site. Buildings shall be sited to minimize the direct access of driveways onto existing public roads and the principal roads within the development. Provisions shall be made for creating landscaped or vegetative buffers at least 20 feet wide between the various types of uses.
  - (2) The planned commercial development shall be served by the public water and public sewerage systems serving the Town of Topsham and having adequate capacity to service the development. The use of on-site sewage disposal systems shall be limited to small-volume generators or isolated locations where the Planning Board determines that the extension of public sewerage is not reasonable.
  - (3) Notwithstanding the provisions of § 225-17C, the development plan for a planned commercial development shall permit the construction of more than one principal building on a lot without the buildings being sited in a manner that would allow the lot to be able to be divided into conforming lots with one building on each lot. No future subdivision of a lot containing more than one principal building shall be permitted that creates individual lots with one building on each lot unless the lot and the placement of the building on the lot is in conformance with the dimensional requirements of the district.
- E. Development standards. The Planning Board may approve a planned commercial development that meets the following standards even if the development does not comply with the requirements of Table 225-17. The approval of such a planned commercial development shall not be considered the granting of a variance.
  - (1) Minimum lot size within the planned development: The minimum lot size shall conform to the requirement of the zone in which it is located.
  - (2) Minimum lot width (feet): Internal lots that do not front on a public street shall have no lot width requirement. Lots that front on a public street shall conform to the requirement of the zone in which it is located.
  - (3) Minimum front, side and rear yard setbacks (feet): All setbacks on the perimeter of the planned development shall conform to the requirements of the zone in which it is located. Internal setbacks within the planned development may be reduced to zero.
  - (4) Minimum building separation (feet): all buildings and structures shall be separated by the greater of 10 feet or the amount required by fire protection codes.
  - (5) Maximum building and structure height: All buildings and structures shall conform to the height requirements of the zone in which it is located.
  - (6) ~~Minimum landscape and maximum floor area ratios~~ Maximum impervious coverage: A planned development shall conform to the ~~ratios~~ percentage for the zone within which it is located. However, the ~~ratios~~ percentage may be calculated based upon the overall development rather than for individual lots or buildings.

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

**Article 12:** Shall an ordinance be enacted to amend the Town Code, **Chapter 225-34 Stormwater management** to clarify applicability to development subject to Site Plan Review.

*Explanation: The wording is being updated here so that all activities subject to Site Plan Review regardless of their size are held to the requirements of our stormwater management rules.*

**§ 225-34. Stormwater management. [Amended 5-17-2000 STM, Art. 15; 5-20-2009 STM, Art. 15; 5-17-2017 STM, Art. 13]**

- A. Intent. Recognizing that development activity increases the rate and volume of stormwater runoff by reducing the infiltrative capacity of soils and that stormwater runoff increases the potential of flooding and adds pollution to water resources, and increases erosion and sedimentation, the purpose of this section is to encourage the management of stormwater on the land at the site of development and, to the extent practical, to do so through the use of the natural features of the site. This policy will preserve the natural drainage system, valuable topsoil, water quality, and wildlife habitat during and after construction through infiltration, detention, or retention of water falling on the site. The management of stormwater shall not constitute a threat to public health, safety and welfare and shall not degrade the quality of Topsham's surface water or groundwater below state or Town standards. It shall be the responsibility of the property owner and/or developer to adequately provide for the necessary control of stormwater runoff and erosion.
- B. Applicable standards for stormwater management. The standards for stormwater management vary depending on the type of project and the amount of disturbed area as follows:
  - (1) Post-construction stormwater management plan. Subdivisions and ~~activities subject to site plan review~~ development subject to chapter 175 Site Plan Review that involve more than one acre of disturbed area must meet the requirements for a post- construction stormwater management plan.
  - (2) Municipal stormwater management plan. Subdivisions and ~~activities subject to site plan review by the Planning Board~~ development subject to chapter 175 Site Plan Review that are not subject to the requirements for a post-construction stormwater management plan must meet the requirements for a municipal stormwater management plan.

[Here marks the end of the code within this section to be amended]

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

**Article 13:** To see if the voters will vote to accept a portion of King Road, Tax Map U23, Lot 75-ROW, from the intersection with Shady Lane to the intersection with Hemlock Drive, as a public town way as recommended by the Planning Board

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

**Article 14:** Shall an ordinance be enacted to amend the Town Code, Chapter 179-8, Subsection B, to prohibit delivery of recyclables in manners that will not allow the sort quality to be monitored satisfactorily.

*Explanation: Topsham maintains its quality of recyclables through transfer station staff monitoring the collection of residents' recyclables to avoid contamination of recyclables with nonrecyclable trash. Compacted recyclables cannot be effectively monitored and large loads of uncompacted recyclables need special attention from a transfer station attendant as they are handled differently than the normal residential loads brought directly by residents. This ordinance change will ensure that all recyclables brought to the transfer station can be properly monitored to maintain quality.*

Sec. 179-8 Separation and Disposal

A. Responsibility [Not Being Amended]

B. Separation. The Town Manager shall develop and make known through published guidelines and posted notices those rules affecting separation and recycling of solid waste acceptable at the Topsham solid waste facility. Unacceptable or prohibited wastes shall not be accepted at the Topsham solid waste facility as follows:

- (1) Non-Topsham waste.
- (2) Junk vehicles.
- (3) Dead animals.
- (4) Sewage (see Article III of this chapter).
- (5) Hazardous wastes (see Article IV of this chapter).
- (6) Commercial agricultural waste, including crops and crop residue, animals, animal waste and animal residue, brush and stumps.
- (7) Compacted recyclables.
- (8) Loads of recyclables in excess of one (1) cubic yard without permission of a solid waste facility operator.
- ~~(7)~~ (9) Any other items as identified by the Selectmen.

C. Delivery [ Not Being Amended]

D. Placement [ Not Being Amended]

**Select Board Recommendation:** **Ought to Pass**

**Article 15:** To see if the voters will vote to pay for tax abatements and applicable interest granted during the fiscal year of 2025/2026 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

**Select Board Recommendation:** **Ought to Pass**

**Article 16:** To see if the Town will fix the date of Wednesday, May 13, 2026 for the Special Town Meeting.

**Select Board Recommendation:** **Ought to Pass**

**Article 17:** To see if the Town will fix the dates when taxes are due and payable October 15, 2025 and April 15, 2026 and to see if the Town will fix a rate of interest to be charged on taxes after said date at 7.5% or the maximum amount determined by the State Treasurer.

**Select Board Recommendation:** **Ought to Pass**

**Article 18:** To see if the Town will establish a **maximum interest rate** to be paid on abated taxes

**7.5% or the maximum rate established by the State Treasurer**

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

**Select Board Recommendation:** **Ought to Pass**

**Article 19:** To see if the Town will vote to authorize the Select Board to sell, convey, and otherwise dispose of any Town-owned property the Select Board determines not to be needed for Town use upon such terms and conditions as the Select Board may deem in the best interests of the Town as otherwise allowed by law.

**Select Board Recommendation:** **Ought to Pass**

**Article 20:** To see if the Town will authorize the Select Board to accept gifts, real estate, and certain funds, including trust funds (hereinafter collectively referred to as "the Gifts") on behalf of the Town under such terms as they deem advisable, spend the Gifts for the purposes intended as allowed by law and establish reserve funds as necessary in order to give effect to the Gifts.

**Select Board Recommendation:** **Ought to Pass**

**Article 21:** To see if the Town will vote to authorize the Select Board to accept and convey any easements on behalf of the Town of Topsham which the Select Board deem appropriate.

**Select Board Recommendation:** **Ought to Pass**

**Article 22:** To see if the Town will authorize the Treasurer, with the approval of the Select Board, to waive foreclosure on any tax lien during the course of the fiscal year, leaving the Tax Lien Mortgage in full force and effect as provided for in 36 M.R.S.A. Sec. 944(1).

**Select Board Recommendation:** **Ought to Pass**

**Article 23:** To see if the Town will authorize the Select Board to establish reserve accounts for Town accounts holding donated money, spend such donations for the purposes intended as allowed by law in order to give effect to the donation and transfer the current balances of existing donation accounts into the corresponding reserve account.

**Select Board Recommendation:** **Ought to Pass**

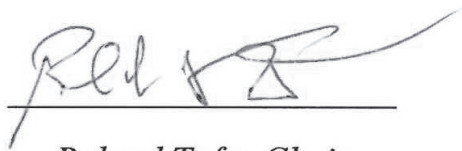
**Article 24:** To see if the Town will authorize the Select Board to establish reserve accounts for capital or other statutorily authorized purposes, spend such reserves for the purposes intended as allowed by law and transfer the current balances of existing accounts into the corresponding reserve account.

**Select Board Recommendation:** **Ought to Pass**

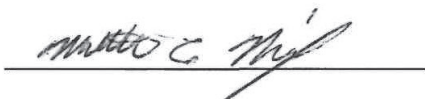
**Article 25:** To see if the Town will authorize the Select Board to apply for grants, approve the acceptance of grants, receive grants, appropriate the Town's share of the grant from funds raised at a Town Meeting, expend the grants for the purposes stated in the grant and enter into agreements or other documentation required in connection therewith. These expenditures may be reflected outside of the Town's approved budget.

**Select Board Recommendation:** **Ought to Pass**

**GIVEN UNDER OUR HANDS THIS 17th DAY OF APRIL 2025 BY THE SELECT BOARD**



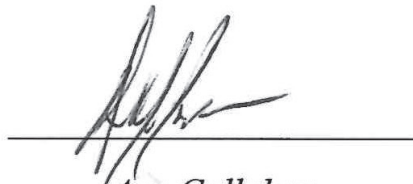
*Roland Tufts, Chair*



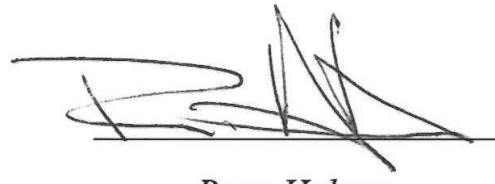
*Matthew Nixon, Vice-Chair*



*Marie Brilliant*



*Ann Callahan*



*Ryan Holmes*

The Registrar of Voters located at the Municipal Building is open Monday- Friday during regular business hours; for the purpose of accepting new registration and to make address, name and /or enrollment changes. In addition, the Deputy Registrar will be present at the Special Town Meeting from 6:00pm-7:00pm on May 28, 2025.

ATTEST A TRUE COPY  
OF ORIGINAL DOCUMENT



CLERK  
TOWN OF TOPSHAM, MAINE

DATE 4/17/2025



**Please mark your calendar and  
bring this warrant to Topsham's**

# **SPECIAL TOWN MEETING**

**Wednesday, May 28<sup>th</sup>, 2025 at 7:00 PM**

**Mt. Ararat High School - Forum Room**

Back-up date: Thursday, May 29<sup>th</sup>, 2025

For additional information about Topsham municipal government,  
call (207) 725-5821 or visit theTown's website at: [www.topshammaine.com](http://www.topshammaine.com)

The Town warrant presents the proposed budget for the period of **July 1, 2025**, through **June 30, 2026**, and ordinance articles for your consideration. The proposed municipal budget in this warrant combined with Topsham's MSAD-75 education and Sagadahoc County tax levies, produces a total budget for Topsham, which becomes the basis for the property tax levy. MSAD-75 and Sagadahoc County budgets are approved independently from this warrant. Information regarding the MSAD-75 budget approval is provided below.

### **M.S.A.D No. 75 District Budget Meeting**

Mt. Ararat Middle School Orion Performing Arts Center  
Thursday, May 15, 2025 at 6:30 PM

The District must first hold a District Budget Meeting, where voters will vote on the warrant articles. Each article will be presented to those present for a show of hands vote or a secret ballot vote. The meeting will end when all articles pass. All articles are subject to amendment.

### **M.S.A.D No. 75 Budget Validation Referendum**

Polls open 8:00 AM to 8:00 PM  
June 10, 2025  
Mt. Ararat High School Gymnasium

Within 30 calendar days, the District must hold a referendum on the decision made at the District Budget Meeting. The referendum will have two warrant articles and it will ask the voters if they want to continue with the budget validation referendum for three more years and will ask the voters to vote on the final budget amount as approved at the District Budget Meeting. The article will not state the specific amount of the final budget, because time does not permit the printing and distribution of absentee ballots. However, the amount will be posted in the polling area and in the polling booth.

The graph below shows the trend of the MSAD No. 75, Municipal, and County budgets since FY2017.

