

TOWN OF HAVERHILL
Town Council Workshop
May 3, 2011
Town Hall – 4585 Charlotte Street

OFFICIAL MINUTES

Pursuant to the foregoing notice, a Haverhill Town Council Workshop was held on Tuesday, May 3, 2011 at the Town Hall, 4585 Charlotte Street, Haverhill. Those present were Jay G. Foy, Mayor; James E. Woods, Vice Mayor; Jerry Beavers, Council Member; Lawrence Gordon, Council Member; and Mark Uptegraph, Council Member. Also present were John Fenn Foster, Town Attorney; Town Planner, Chris Barry of Jon Schmidt and Associates, Janice C. Rutan, Town Administrator; Joseph Roche, Code Enforcement Officer; and Jessica Shepherd, Deputy Town Clerk.

I. CALL TO ORDER

Mayor Jay Foy called the Workshop to order at 12:05 p.m.

II. ROLL CALL

The Town Administrator called the roll. All members were present.

III. PRESENTATIONS/PROCLAMATIONS

Town Administrator introduced Captain John Prieschl as the new District 1 Commander. She stated that Captain Prieschl would be replacing Captain Miles who had been relocated to Royal Palm Beach. Captain Prieschl would be fully in command and the contact for the Town of Haverhill PBSO Permit Program.

The Council welcomed Captain Prieschl and expressed appreciation for his services and the continuing relationship between the Palm Beach County Sheriff's Office and the Town of Haverhill.

IV. COUNCIL, ATTORNEY AND STAFF REPORT

Town Administrator Janice Rutan introduced Jessica Shepherd as the new Deputy Town Clerk who had served as Deputy Town Clerk for the Town of Lake Park for the past six years.

The Council welcomed Ms. Shepherd and stated that they looked forward working with her.

Town Administrator Janice Rutan reported that the contractual service agreement between the Town of Haverhill and Joseph Iagrossi, Construction Inspections of the Palm Beaches, Inc. had been terminated as of May 3, 2011. She stated that she would be contacting the Village of Wellington to provide emergency inspection services until a longer term contract could be entered into. She would be soliciting proposals from various building inspection services contractors and other municipalities.

Mayor Foy confirmed that although the Town Council would sign the contract, the contractor would report directly to the Town Administrator.

Council Member Beavers would be scheduling an Emergency Management Meeting within the next couple of weeks. He referred to General Honoree's published book and presentation made concerning his efforts in the cleanup of the aftermath of Hurricane Katrina. He had put together several of the General's recommendations to be reviewed and considered by the committee.

Mayor Foy noted a Code and Ordinance Committee meeting would be scheduled in the next couple of weeks. The topic to be discussed would be the minimum standards including buffering and parking requirements for a place of worship to be located within the Town's zoning districts.

V. OLD BUSINESS

The Council reviewed the letter prepared by the Mayor to be forwarded to George Webb, County Engineering requesting a meeting with Town representatives to discuss the proposed widening of Belvedere Road.

Town Administrator Rutan announced that the required Commission on Ethics training would take place at the Town Hall on June 7, 2011 during the regular workshop beginning at 11:30 a.m. The Town's of Cloud Lake and Glen Ridge were invited to join the Town in the mandatory training. Elected officials, staff and consultants are required to participate.

The Town Administrator confirmed that any discussion concerning potential conflict of interest as to Council members serving on outside committees would wait until after the Inspector General training on ethics.

VI. NEW BUSINESS

a. Review of Master Sign Plan re: Trail Realty

The proposed Master Sign Plan for Trail Realty as prepared by Sign Craft was reviewed. Chris Barry, Town Planner made a presentation informing the Town Council that in accordance with the new sign regulations the minimum requirements had been met. Staff would confirm if the addition of the new building would be included on the Master Sign Plan prior to Council consideration on May 12, 2011 or if the applicant would come back before Council for a separate approval.

Town Planner Barry also updated the Council regarding the landscape plan for the Trail Realty property. The applicant had been given flexibility as to the placement of the trees; however Mr. Barry confirmed that the minimum landscape requirements were met. Review costs would be included in the permit fee.

Town Administrator Rutan reported that a land clearing permit had been issued to Palm Beach Habilitation. The project on Ivory Road should begin preparing the lot for construction next week.

b. Review of proposed lien reduction for 536 Tall Pines Road

Code Enforcement Officer Joseph Roche updated the Council on a Request for Lien Reduction on the property located at 536 Tall Pines Road. A lien of \$500 per day had been placed on the property. The property manager was requesting a reduction to

\$17,500 which would represent reimbursement to the Town for actual expenses incurred. Town Council had previously approved such lien reduction and would await staff's recommendation regarding same before formal action on May 12, 2011.

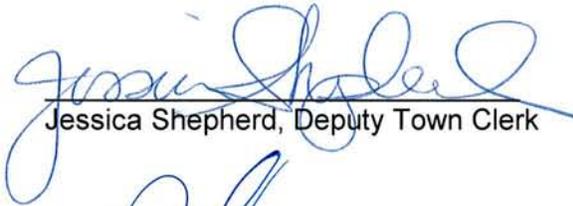
Town Administrator Rutan had reported that she and Code Enforcement Officer Roche had been working closely with representatives of these abandoned properties.

Officer Roche informed Council that a second lien in the amount of \$1736.00 would be paid for the vacant property located at 930 Briarwood Drive.

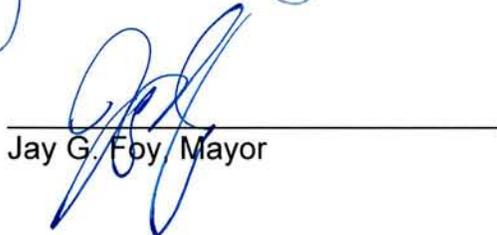
Attorney Foster explained that in cases such as these the Town would issue a partial Release of Lien allowing for the Town to recoup any additional expenses.

VII. ADJOURNMENT

There being no further business, the Workshop adjourned at 12:47 p.m.



Jessica Shepherd, Deputy Town Clerk



Jay G. Foy, Mayor