

Jay G. Foy, Mayor  
James E. Woods, Vice Mayor  
Jerry E. Beavers, Council Member  
Lawrence Gordon, Council Member  
Mark C. Uptegraph, Council Member  
John Fenn Foster, Town Attorney  
Janice C. Rutan, Town Administrator



**TOWN COUNCIL REGULAR MEETING**  
**Town Hall Council Chambers**  
**Thursday ~ August 9, 2012**  
**7:00 p.m.**  
**AGENDA**

- I. CALL TO ORDER**
- II. INVOCATION AND PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF AGENDA**
- V. APPROVAL OF THE CONSENT AGENDA**
- VI. PROCLAMATIONS AND PRESENTATIONS**
- VII. COMMENTS FROM THE PUBLIC**
- VIII. COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE**
- IX. FIRST READINGS AND REGULAR AGENDA**

**a. ORDINANCE NO. 408**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 54, SUBDIVISIONS, BY AMENDING SECTION 54-16 BY DELETING THE APPLICABILITY OF VARIATIONS TO MATTERS IN CHAPTER 58, ZONING; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AUTHORITY TO CODIFY; PROVIDING FOR AN EFFECTIVE DATE.**

**b. ORDINANCE NO. 409**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 58, ZONING, BY AMENDING THE DEFINITION OF PAIN MANAGEMENT CLINICS IN SECTION 58-8, DEFINITIONS; AND AMENDING SECTION 58-333 TO CLARIFY THAT DISTANCE IS MEASURED IN A STRAIGHT LINE AND THAT THE REGULATIONS GOVERNING PAIN MANAGEMENT CLINICS ARE SUBJECT TO THE VARIANCE PROVISIONS OF SECTION 58-56; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE.**

**c. ORDINANCE NO. 410**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING SECTION 14-2 OF CHAPTER 14, BUILDINGS AND BUILDING REGULATIONS, AND CREATING A NEW SECTION 58-334 OF CHAPTER 58, ZONING, OF THE CODE OF ORDINANCES FOR THE TOWN OF HAVERHILL, BY PROVIDING THAT A BUILDING PERMIT MAY NOT ISSUE OR AND APPLICATION FOR VARIANCE, REZONING, CHANGE IN LAND USE, SPECIAL EXCEPTION, SITE PLAN APPROVAL BE PROCESSED SO LONG AS AN OUTSTANDING CODE ENFORCEMENT VIOLATION REMAINS ON THE PROPERTY; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE.**

- d. **ORDINANCE NO. 411**  
AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 58, ZONING, BY AMENDING THE DEFINITION OF ADULT ENTERTAINMENT ESTABLISHMENT IN SECTION 58-8, DEFINITIONS, TO ADD CUSTOMER OR PATRON RELATIVE TO CERTAIN ACTIVITIES; AND CREATING A NEW SECTION 58-335 TO ADDRESS DISTANCE RESTRICTIONS FOR SUCH ESTABLISHMENTS, MEASUREMENT CRITERIA, AND REQUIRED DISTANCES BETWEEN SCHOOLS, PARKS AND BUSINESSES SERVING ALCOHOLIC BEVERAGES; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE.
- e. **ORDINANCE NO. 412**  
AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING SECTION 14-4 OF CHAPTER 14, BUILDING AND BUILDING REGULATIONS TO PROVIDE THAT SWIMMING POOLS AND SPAS AND BARRIER REQUIREMENTS SHALL BE GOVERNED BY THE PROVISIONS OF THE FLORIDA BUILDING CODE, AS AMENDED, AND DELETING SECTION 58-320, SWIMMING POOLS – ENCLOSURES; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE.
- f. **ORDINANCE NO. 413**  
AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING SECTION 46-28 OF CHAPTER 46, SIGNS, TO DELETE THE SIGN PERMIT FEE SCHEDULE AND ADD LANGUAGE THAT THE PERMIT FEES SHALL BE AS SET FORTH IN THE TOWN PERMIT FEE SCHEDULE; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE.
- g. **ORDINANCE NO. 414**  
AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 58, ZONING, BY AMENDING THE DEFINITION OF BUILDING, BUILDING COVERAGE AND DRIVEWAY IN SECTION 58-8, DEFINITIONS; AND DELETING THE DEFINITION OF STRUCTURE; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE.
- h. **ORDINANCE NO. 415**  
AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 58, ZONING, BY AMENDING SECTION 58-103 TO CLARIFY THAT THE TOWN COUNCIL'S ABILITY TO CHANGE PROPERTY TO A MORE RESTRICTIVE ZONING OR LAND USE APPLIES TO CASES WHERE A VARIANCE OR SPECIAL EXCEPTION MAY EXPIRE OR BE OTHERWISE TERMINATED; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE.
- i. **ORDINANCE NO. 416**  
AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 58, ZONING, BY AMENDING SECTION 58-391 TO CLARIFY THAT EXISTING PROPERTIES MAY NOT REDUCE THEIR CURRENT TREE SHRUB AND/OR SOD PLANTINGS BELOW WHAT IS REQUIRED IN SECTION 58-411, AND CANNOT FURTHER REDUCE SUCH PLANTINGS IF THE PLANTINGS DO NOT COMPLY WITH 58-411; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE.

- j. **ORDINANCE NO. 417**  
**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 58, ZONING, BY AMENDING SECTION 58-417(b)(8) TO CLARIFY THAT THE PROHIBITION AGAINST BLOWING GRASS CLIPPINGS INTO DRAINAGE FACILITIES DOES NOT APPLY TO GRASS SWALE AREAS; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE**
- k. **ORDINANCE NO. 418**  
**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 58, ZONING, BY AMENDING SECTION 58-575 TO CLARIFY THAT PLACES OF WORSHIP MUST HAVE ACCESS OFF OF HAVERHILL ROAD OR BELVEDERE ROAD AND MAY NOT HAVE ACCESS OFF OF OTHER TOWN ROADS, AND PROVIDED THAT THE TOWN COUNCIL MAY REQUIRE A LARGER LANDSCAPE BUFFER THAN REQUIRED UNDER THE LANDSCAPE CODE; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE**
- X. **REPORTS:**
  - Town Attorney**
  - Mayor**
  - Consultants**
  - Town Administrator**
- XI. **Committee/Delegate Report**
- XII. **Treasurer's Report (included in packet)**
- XIII. **UNFINISHED BUSINESS**
- XIV. **NEW BUSINESS**
- XV. **ADJOURNMENT**

Notice: If any person decides to appeal any decision of the Town Council at this meeting, he/she will need a record of the proceedings and for this purpose; he/she needs to ensure that a verbatim record of the proceedings is made. The record must include the testimony and evidence upon which the appeal is to be based, pursuant to F.S. 286.0105. The Town of Haverhill does not prepare nor provide such verbatim record.

In accordance with the provisions of the American with disabilities Act (ADA), this document can be made available in an alternate format (large print) upon request. Special accommodations can be provided upon request with three (3) days advance notice of any meeting, by contacting Janice C. Rutan, Town Administrator at the Haverhill Town Hall, 4585 Charlotte Street, Haverhill, Florida. Phone Number (561) 689-0370 Facsimile Number (561) 689-4317

**TOWN COUNCIL REGULAR MEETING**  
**Town Hall Council Chambers**  
**Thursday ~ August 9, 2012**  
**OFFICIAL MINUTES**

Pursuant to the foregoing notice, the regular meeting of the Haverhill Town Council was held on Thursday, August 9, 2012 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 C. Uptegraph, Council Member. Also present were Town Attorney John Foster, and Town Administrator, Janice C. Rutan.

**CALL TO ORDER**

Mayor Foy called the meeting to order at 7:00 p.m.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Mayor Foy offered the Invocation and led the Pledge of Allegiance.

**ROLL CALL**

The Town Administrator recorded all members were present.

**APPROVAL OF AGENDA**

There being no additions, deletions or substitutions, the agenda stood as presented.

**APPROVAL OF THE CONSENT AGENDA**

None

**PROCLAMATIONS AND PRESENTATIONS**

None

**COMMENTS FROM THE PUBLIC**

None

**COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE**

The Palm Beach County Sheriff's Department made a presentation to the Town Council including reports of a bomb scare outside of Haverhill, a vehicle burglary to an unlocked vehicle on Club Road and a stolen license tag from a vehicle on Pineway.

**FIRST READINGS AND REGULAR AGENDA**

**ORDINANCE NO. 408**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 54, SUBDIVISIONS, BY AMENDING SECTION 54-16 BY DELETING THE APPLICABILITY OF VARIATIONS TO MATTERS IN CHAPTER 58, ZONING; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AUTHORITY TO CODIFY; PROVIDING FOR AN EFFECTIVE DATE.

**The title was read by Attorney Foster. A motion was then made by Vice Mayor Woods, seconded by Council Member Uptegraph and unanimously passed (5-0) to pass Ordinance 408 on first reading.**

**ORDINANCE NO. 409**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 58, ZONING, BY AMENDING THE DEFINITION OF PAIN MANAGEMENT CLINICS IN SECTION 58-8, DEFINITIONS; AND AMENDING SECTION 58-333 TO CLARIFY THAT DISTANCE IS MEASURED IN A STRAIGHT LINE AND THAT THE REGULATIONS GOVERNING PAIN MANAGEMENT CLINICS ARE SUBJECT TO THE VARIANCE PROVISIONS OF SECTION 58-56; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE.

**The title was read by Attorney Foster. A motion was then made by Vice Mayor Woods, seconded by Council Member Beavers and unanimously passed (5-0) to pass Ordinance 409 on first reading.**

**ORDINANCE NO. 410**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING SECTION 14-2 OF CHAPTER 14, BUILDINGS AND BUILDING REGULATIONS, AND CREATING A NEW SECTION 58-334 OF CHAPTER 58, ZONING, OF THE CODE OF ORDINANCES FOR THE TOWN OF HAVERHILL, BY PROVIDING THAT A BUILDING PERMIT MAY NOT ISSUE OR AND APPLICATION FOR VARIANCE, REZONING, CHANGE IN LAND USE, SPECIAL EXCEPTION, SITE PLAN APPROVAL BE PROCESSED SO LONG AS AN OUTSTANDING CODE ENFORCEMENT VIOLATION REMAINS ON THE PROPERTY; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE.

**The title was read by Attorney Foster. A motion was then made by Vice Mayor Woods, seconded by Council Member Beavers and unanimously passed (5-0) to pass Ordinance 410 on first reading.**

**ORDINANCE NO. 411**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 58, ZONING, BY AMENDING THE DEFINITION OF ADULT ENTERTAINMENT ESTABLISHMENT IN SECTION 58-8, DEFINITIONS, TO ADD CUSTOMER OR PATRON RELATIVE TO CERTAIN ACTIVITIES; AND CREATING A NEW SECTION 58-335 TO ADDRESS DISTANCE RESTRICTIONS FOR SUCH ESTABLISHMENTS, MEASUREMENT CRITERIA, AND REQUIRED DISTANCES BETWEEN SCHOOLS, PARKS AND BUSINESSES SERVING ALCOHOLIC BEVERAGES; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE.

TERMINATED; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE.

**The title was read by Attorney Foster. A motion was then made by Vice Mayor Woods, seconded by Council Member Uptegraph and unanimously passed (5-0) to pass Ordinance 415 on first reading.**

**ORDINANCE NO. 416**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 58, ZONING, BY AMENDING SECTION 58-391 TO CLARIFY THAT EXISTING PROPERTIES MAY NOT REDUCE THEIR CURRENT TREE SHRUB AND/OR SOD PLANTINGS BELOW WHAT IS REQUIRED IN SECTION 58-411, AND CANNOT FURTHER REDUCE SUCH PLANTINGS IF THE PLANTINGS DO NOT COMPLY WITH 58-411; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE.

**The title was read by Attorney Foster. A motion was then made by Vice Mayor Woods, seconded by Council Member Beavers and unanimously passed (5-0) to pass Ordinance 416 on first reading.**

**ORDINANCE NO. 417**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 58, ZONING, BY AMENDING SECTION 58-417(b)(8) TO CLARIFY THAT THE PROHIBITION AGAINST BLOWING GRASS CLIPPINGS INTO DRAINAGE FACILITIES DOES NOT APPLY TO GRASS SWALE AREAS; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE

**The title was read by Attorney Foster. A motion was then made by Vice Mayor Woods, seconded by Council Member Uptegraph and unanimously passed (5-0) to pass Ordinance 417 on first reading.**

**ORDINANCE NO. 418**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 58, ZONING, BY AMENDING SECTION 58-575 TO CLARIFY THAT PLACES OF WORSHIP MUST HAVE ACCESS OFF OF HAVERHILL ROAD OR BELVEDERE ROAD AND MAY NOT HAVE ACCESS OFF OF OTHER TOWN ROADS, AND PROVIDED THAT THE TOWN COUNCIL MAY REQUIRE A LARGER LANDSCAPE BUFFER THAN REQUIRED UNDER THE LANDSCAPE CODE; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE

**The title was read by Attorney Foster. A motion was then made by Vice Mayor Woods, seconded by Council Member Beavers and unanimously passed (5-0) to pass Ordinance 418 on first reading.**

**The title was read by Attorney Foster. A motion was then made by Vice Mayor Woods, seconded by Council Member Uptegraph and unanimously passed (5-0) to pass Ordinance 411 on first reading.**

**ORDINANCE NO. 412**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING SECTION 14-4 OF CHAPTER 14, BUILDING AND BUILDING REGULATIONS TO PROVIDE THAT SWIMMING POOLS AND SPAS AND BARRIER REQUIREMENTS SHALL BE GOVERNED BY THE PROVISIONS OF THE FLORIDA BUILDING CODE, AS AMENDED, AND DELETING SECTION 58-320, SWIMMING POOLS – ENCLOSURES; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE.

**The title was read by Attorney Foster. A motion was then made by Vice Mayor Woods, seconded by Council Member Uptegraph and unanimously passed (5-0) to pass Ordinance 412 on first reading.**

**ORDINANCE NO. 413**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING SECTION 46-28 OF CHAPTER 46, SIGNS, TO DELETE THE SIGN PERMIT FEE SCHEDULE AND ADD LANGUAGE THAT THE PERMIT FEES SHALL BE AS SET FORTH IN THE TOWN PERMIT FEE SCHEDULE; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE.

**The title was read by Attorney Foster. A motion was then made by Vice Mayor Woods, seconded by Council Member Beavers and unanimously passed (5-0) to pass Ordinance 413 on first reading.**

**ORDINANCE NO. 414**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 58, ZONING, BY AMENDING THE DEFINITION OF BUILDING, BUILDING COVERAGE AND DRIVEWAY IN SECTION 58-8, DEFINITIONS; AND DELETING THE DEFINITION OF STRUCTURE; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND AUTHORITY TO CODIFY, AND AN EFFECTIVE DATE.

**The title was read by Attorney Foster. A motion was then made by Vice Mayor Woods, seconded by Council Member Beavers and unanimously passed (5-0) to pass Ordinance 414 on first reading.**

**ORDINANCE NO. 415**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 58, ZONING, BY AMENDING SECTION 58-103 TO CLARIFY THAT THE TOWN COUNCIL'S ABILITY TO CHANGE PROPERTY TO A MORE RESTRICTIVE ZONING OR LAND USE APPLIES TO CASES WHERE A VARIANCE OR SPECIAL EXCEPTION MAY EXPIRE OR BE OTHERWISE

## **REPORTS:**

### **Town Attorney**

None.

### **Mayor**

Mayor Foy reported that due to redistricting, the Town of Haverhill was no longer in Commissioner Santamaria's district but was now shared between Commissioner Priscilla Taylor and Commissioner Paulette Burdick. The Town would send both Commissioners' correspondence requesting a meeting to discuss Town concerns, specifically Belvedere Road.

### **Consultants**

None

### **Town Administrator**

The Town Administrator reported that a resident had requested the Town perform a wind mitigation inspection at their home for insurance purposes. This was a service performed by the former Building Official. It would be her preference not to assume the responsibility due to a potential conflict of interest.

The Town Council agreed. It was the general consensus of the Town Council that the Town's Building Official does not perform these inspections and that the Administrator further instruct MT Causley to not perform that type inspection within the Town.

The Town Administrator reminded all to file their annual financial disclosures.

### **Committee/Delegate Report**

Mayor Foy reported that the EPA was setting nutrient criteria for the Loxahatchee River at same the level required for the Everglades which in his opinion would be impossible to meet. The Caloosahatchee River had experienced an algae bloom because water had not been released from Lake Okeechobee.

Council Member Beavers had attended the District II and III meeting of the Palm Beach County League of Cities. He reported that there was a voter fraud investigation being conducted in the City of Lake Worth. Council Member Ann Gerwig of Wellington was looking into turning horse manure into energy.

Council Member Beavers reported on the proposed budget from the Palm Beach County Inspector General and the return of funds to specific entities such as the Health Department.

Maurice Jacobson, the former Mayor of South Palm Beach would be celebrating his 90<sup>th</sup> birthday.

A brief update on the Palm Beach County well installation program at the Haverhill Park was given. Representatives from the Parks and Recreation Department plan to attend the October 2, 2012 workshop.

### **Treasurer's Report**

Included in packet.

### **UNFINISHED BUSINESS**

Director of Public Services, Joseph Roche noted that if Council Members spoke directly onto the microphones, the noise resulting from the newly installed air conditioning units would not interfere with hearing Council discussion.

### **NEW BUSINESS**

Mayor Foy addressed the Town Council. He explained that he had been looking into the market value of other Town Administrator's salaries and wanted to discuss same with the Town Council as it related to Haverhill. He offered the Town Administrator the opportunity to leave the room at this time. He noted that in the case of Haverhill, the Town Administrator was required to wear many hats and the Town's present Administrator did much more than expected. After recommending a salary range of \$75,000 - \$100,000, it was the consensus of Council to instruct the Administrator to rework the budget to increase the salary line item for the 2012/2013 budget by \$10,000 to \$84,000.

Vice Mayor Woods recommended Town Council consider a minimum acreage requirement for places of worship within the Town to be no less than 3 acres. Discussion followed. Council Member Gordon cautioned that prior to setting an arbitrary number, a solid, sound reason be established and justified. Mayor Foy suggested it be related to the number of members in the congregation. Attorney Foster suggested that to determine minimum lot sizes, the site plan requirements such as buffer, on site improvements, parking and retention should be backed out. It was agreed that Staff would research what other municipalities require compared with the Town's current Ordinances using sample lots within the Town.

Mayor Foy took exception to the requirement that if every criteria for land use change or special exception were not met, Council would be required to vote against the matter. He suggested the Town look at the criteria and other processes required by the Ordinance.

He then noted that small churches were not sustainable on a single site and inquired what the minimal membership required would be for a church to be sustainable.

Council Member Beavers inquired of the Town Administrator if landscapers were required to register with the Town.

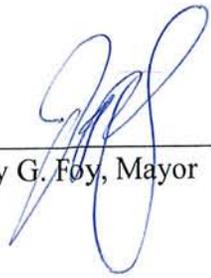
Attorney Foster commented that the ballot box for absentee ballots outside the Supervisor of Elections office was very poorly marked.

**ADJOURNMENT**

With no further business to come before the Town Council, the meeting adjourned at 8:00 p.m.

Approved: September 27, 2012

  
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Janice E. Rutan, Town Administrator

  
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Jay G. Foy, Mayor