

Jay G. Foy, Mayor
Lawrence Gordon, Vice Mayor
Mark C. Uptegraph, Council Member
Dennis Withington, Council Member
Ray Caranci, Council Member
John Fenn Foster, Town Attorney
Janice C. Rutan, Town Administrator



**Town Council
Workshop
Town Hall Council Chambers
4585 Charlotte Street
Haverhill
Tuesday, September 1, 2020
NOON**

AGENDA

- I. Call to Order**
- II. Presentations/Proclamations**
 - a. Discuss future uses of ballfield with Town Planners Jon Schmidt and Josh Nichols**
- III. New Business**
- IV. Old Business**
 - A. Discuss proposed Ordinances**
- V. Council, Attorney and Staff Reports**
 - A. Review of and discussion of proposed 2020/2021 budget**
- VI. 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

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TOWN COUNCIL WORKSHOP SEPTEMBER 1, 2020

IN ACCORDANCE WITH STATE OF FLORIDA, OFFICE OF THE GOVERNOR EXECUTIVE ORDER NUMBER 20-69 (Emergency Management – COVID- 19 – Local Government Public Meetings), the Emergency Declaration issued by the Town, and FS 286.0114, and other applicable federal, state, county and Town declarations, orders, rules and regulations, the Town Hall meeting shall be modified with respect to public access and public comment. Public comment will be received via e-mail (jrutan@townofhaverhill-fl.gov) up until 10:00 a.m. on September 1, 2020. Any public comments received via e-mail, will be made part of the record of the meeting. If you prefer to appear in person to address the Town Council, access to the Town Hall by the public will be limited to no more than 10 persons in the Council Chambers including Town Council, Staff and PBSO; provided, however, that those persons exhibiting signs of illness, such as coughing or sneezing will not be permitted in the Town Hall. Each person will be granted 5 minutes to speak either on an agenda item or under Public Comment. If you wish to speak on a specific agenda item, please tell the Administrator prior to your entrance into the Town Hall so she can schedule speakers accordingly. All persons will be required to bring their own mask and wear it when entering Council Chambers to address the Town Council. Those persons gathering outside the Town Hall shall maintain a separation of at least six feet from one another, and it is recommended that masks be worn as well. If you wish to listen to the Town Council Meeting via teleconferencing, dial 1-877-953-1152 and enter participant code 7404157#. Those individuals gathering outside of the Town Hall will need to dial-in to the number above as there will be no speaker outside to broadcast the meeting. Once the workshop begins, all participants will be muted, however, after Council discusses a specific workshop item, the call will be unmuted to allow for questions. Please be courteous of the other participants, speak in turns and do not talk over another speaker. Thank you for your patience and understanding during these uncertain times.

**TOWN OF HAVERHILL
Town Council Workshop
September 1, 2020
Town Hall – 4585 Charlotte Street**

OFFICIAL MINUTES

Pursuant to the foregoing notice, a Haverhill Town Council Workshop was held on Tuesday, September 1, 2020 at Town Hall, 4585 Charlotte Street, Haverhill. Those present were Mayor Jay Foy; Vice Mayor Lawrence Gordon; Council Member Mark Uptegraph; Council Member Ray Caranci; Council Member Dennis Withington; Town Attorney John Foster and Dominic DeCesare with Foster and Fuchs, Town Planners Josh Nichols and Jon Schmidt with Schmidt Nichols; Town Administrator Janice Rutan; Deputy Town Clerk Jean Wible and Code Inspector Devon Kirms.

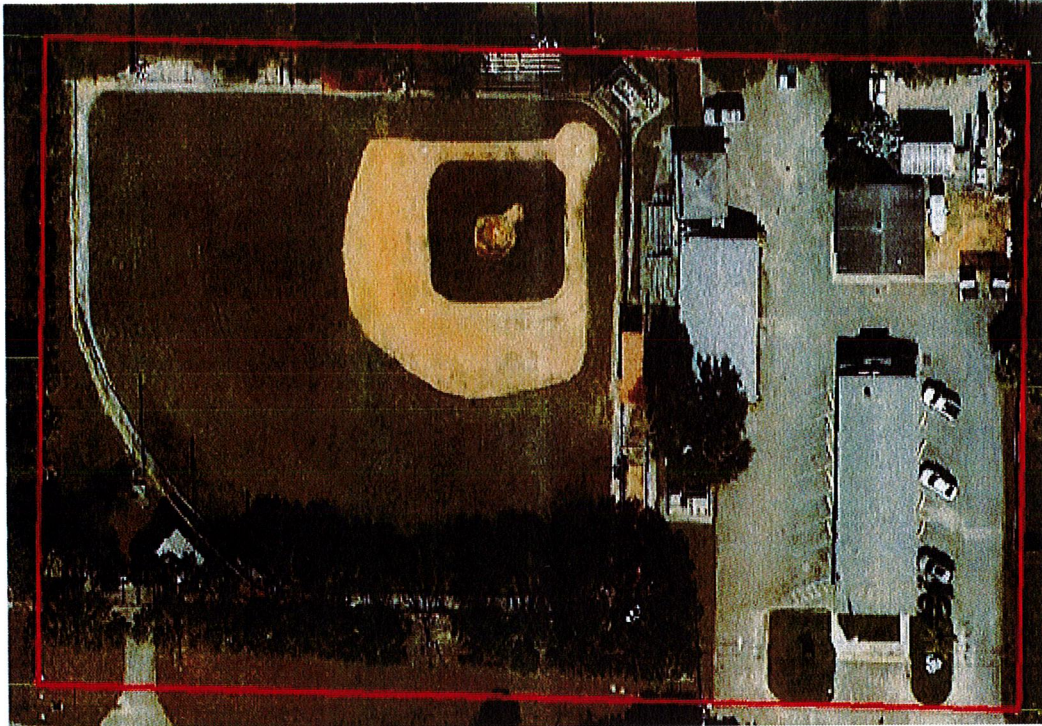
I. CALL TO ORDER

Mayor Foy called the workshop to order at 12:15 p.m. and reminded all attendees this is only a workshop and no voting could take place.

II. PRESENTATIONS / PROCLAMATIONS

- a. **Discuss future uses of ballfield with Town Planners Jon Schmidt and Josh Nichols:** Mayor Foy asked Josh Nichols and Jon Schmidt what their thoughts were. Josh Nichols stated they really wanted to hear the thoughts of what Council's vision was. He stated they can certainly come up with ideas of what is allowed but they really wanted to hear from the Town. Josh Nichols explained the future land use for just over the ballfield area was already recreational open space. He stated some preliminary ideas discussed were townhomes, multi-family, community serving commercial, passive park area, a dog park, or a green space. He also stated there are many ideas but again, they were looking for more of a vision from Council. Mr. Schmidt asked if it was a big drain on the budget and if the drain were because of trying to maintain the ballfield? Mr. Schmidt reminded Town Council and Staff that it is a community green space and once it is gone, it will be tough to get it back and at twice as much the expense. Town Administrator Rutan explained it is not a drain as far as the clay or bases go as it is not currently being used. However, weeds are growing up through the clay so when you look at it as a baseball field, it looks very blighted and abandoned. Josh Nichols stated it would be their recommendation not to get rid of the property or let a developer come in and build townhomes or split

the property into individual lots for single family residences. Josh Nichols feels it should be maintained as some type of community green space. Discussion ensued.



Mayor Foy stated he would like to preserve some of the land for additional parking for Town Hall. He explained that when we hold an event, people must park on the right of ways. As an example, we have very limited space at Town Hall to support elections. Town Administrator Rutan added that we also hold the Mayor's annual luncheon, two elections per year, possibly the Clerk's luncheon, etc. Council Member Uptegraph stated he would prefer it be green space to be used for additional parking. Vice Mayor Gordon asked, if we were to change it to build single family homes, approximately how many homes could we building on that space. Josh Nichols stated 5 or maybe 6 depending on the lot configuration. Lengthy discussion ensued.

Vice Mayor Gordon stated to Josh Nichols and Jon Schmidt that it is his understanding that their recommendation to the Town was to try and keep it green space. John Nichols stated first and foremost, keep ownership of it and then from there something that reduces the Towns liability and is a community benefit.

Vice Mayor Gordon asked if we had any idea at this point, in terms of what the dollar value of the property was in the market. Town Administrator Rutan explained she did not move forward with the appraisals and they were still on hold. Discussion ensued.

Town Administrator Rutan reported that the Solid Waste Authority had opened its grant application period and it will expire on September 15, 2020. The purpose of the grant would be to clean up and take care of blighted properties. T/A Rutan stated she would be applying for that grant to allow for resodding that whole area. She stated she could add parallel parking if Town Council would like. Vice Mayor Gordon asked, if you receive the grant, are you then restricted in terms of how you can use the money in the future? Discussion ensued.

Town Administrator Rutan stated she was hoping to include in the SWA grant application, the end of Briarwood Drive as it is extremely blighted and needs to have its invasive species removed so we can put up the wall. Discussion ensued.

III. NEW BUSINESS

N/A

IV. OLD BUSINESS:

- a. Council Member Caranci stated he wanted to talk about the trash pickup regarding allowing the Town Code Officer to start enforcing those rules as he is tired of looking at it. Mayor Foy asked if Council Member Caranci was referring to landscape waste? Council Member Caranci replied yes and household trash and other items. Council Member Caranci stated that Town Council had previously voted to suspend all enforcement until Town Council had passed the other ordinances. Mayor Foy stated those ordinances will happen next meeting. Town Administrator Rutan reported this specific ordinance will not be included in the next Town Council meeting. Vice Mayor Gordon stated the problem is, not every resident has their lawns maintained on the same day so following the ordinance by putting vegetation out no earlier than 72 hours prior to pick up (Tuesdays) will always be an issue. Code Inspector Kirms reported that Don, the Town's Waste Pro supervisor informed her that if people put leaves or small vegetation in the big black garbage bags, they will be picked up on Fridays. However, they will not pick up loose vegetation on Fridays. Only containerized vegetation. Discussion ensued.
- b. **Discuss Proposed Ordinances:** No discussion
- c. Mayor Foy wanted to bring up the software issue regarding Docuware. He stated we must do something. He would like to know if Town Council and Staff could have a conversation with ENS so a decision can be made as to whether we go with the Cloud program or a new on-premise server. Mayor Foy stated this has been going on way too long and a decision must be made. Town Administrator

Rutan explained that a backup is done daily however, it is raw data. Discussion ensued.

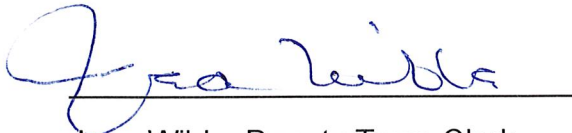
V. COUNCIL, ATTORNEY AND STAFF REPORTS:

a. Review of and discussion of proposed 2020/2021 Budget: Town Administrator Rutan suggested discussing the proposed budget at the end of the meeting without staff in attendance and the recorder turned off as salaries would be discussed. Mayor Foy agreed.

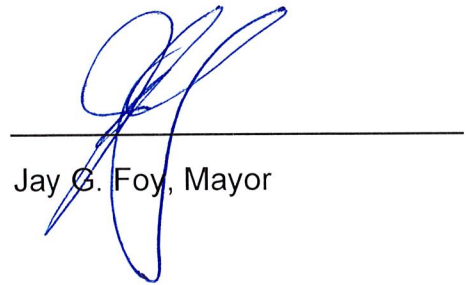
VI. ADJOURNMENT

There being no further business to be discussed, the workshop ended at 1:30 p.m.

Approved: September 24, 2020

A handwritten signature in blue ink, appearing to read "Jean Wible", written over a horizontal line.

Jean Wible, Deputy Town Clerk

A handwritten signature in blue ink, appearing to read "Jay G. Foy", written over a horizontal line.

Jay G. Foy, Mayor

SIGN IN SHEET

**TOWN OF HAVERHILL
TOWN COUNCIL WORKSHOP
Tuesday, September 1, 2020
Noon**

| Name | E- Mail Address | Signature |
|-------------------|-----------------|-----------|
| Jay Foy | | |
| Lawrence Gordon | | |
| Mark Uptegrah | | |
| Ray Coranci | | |
| Sanice Rutar | | |
| Sean Wible | | |
| Devon Kirms | | |
| Lance Fuchs | | |
| Dominic DeCesare | | |
| Josh Nichols | | |
| Jon Schmidt | | |
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