

TOWN OF HAVERHILL
CHARTER REVIEW COMMISSIONS

March 25, 2021

5:30 p.m.

OFFICIAL MINUTES

A meeting of the Town of Haverhill Charter Review Committee was held on March 25, 2021 in Council Chambers, 4585 Charlotte Street, Haverhill, FL. Members present were Lawrence Gordon, Chair; Raymond Caranci, William DeBay, and Stacy Herig (via teleconference). Also present were John Foster, Town Attorney and Janice C. Rutan, Town Administrator.

Lawrence Gordon called the meeting to order at 5:35 p.m.

The Town Administrator called the role. All members were present in the Chambers except Member Herig who was participating via teleconferencing.

Attorney Foster presented Draft 2 of the proposed Charter Amendments.

Section 2.03 – Attorney Foster went over the proposed recommendations made by the Committee at their meeting of March 25, 2021 as they were incorporated into the Charter. Discussion ensued as to the reference of 18 months vs. 547 days.

The qualification dates for a Special Exception would be established by Town Council Resolution.

Regarding the proposed language “upon the certification of results the term of the newly elected member would commence”, the Town Administrator commented that there should be specific language in the Charter that the certification had to be received by the Town. It was agreed to delete the words “at the first” The Council would continue to annually appoint a Mayor and Voice Mayor among themselves.

Requiring an affidavit, including the proposed language “under penalty of law”, as per FS 104.011 and 99.021 was added to Section 4.03. A question was posed as to whether this would be an impeachable offense should the

Section 4.05 refers to drawing lots and as such it was requested that the Charter should include a definition of “draw lots.”

Clarification was made to the effective date (March 2022) of the first election changing the terms from 2 to 3 years. The Town Administrator expressed concern on how she would run the advertisement calling for the election as it needs to appear twice in the month prior to qualification. This may conflict with the legal ad as we would not know the term until after the November election. She would reach out to the Supervisor of Elections to determine if she would include both term lengths in the notice of election.

APPROVAL OF MINUTES:

Clarification and Scriveners errors of the minutes were brought to the attention of the Town Administrator. William DeBay requested the minutes remain consistent with the proposed changes to the Charter, spherically as it pertains to the "obligation" to appoint. The effective date was corrected to 2022 (from 2023).

A motion was then made by William DeBay, seconded by Raymond Caranci, and unanimously passed (4-0) to approve the minutes as amended.

The next meeting was scheduled for Thursday, April 22, 2021 at 6:00 p.m.

Member Caranci will be out of Town May 8 through May 18, 2021.

With no further business to be discussed, the meeting adjourned at 6:17 p.m.

Approved: April 22, 2021

Janice C. Rutan, Town Administrator