

**TOWN OF HAVERHILL
TOWN COUNCIL REGULAR MEETING
THURSDAY, APRIL 27, 2023
6:30 PM
AGENDA**

CALL TO ORDER

INVOCATION AND PLEDGE OF ALLEGIANCE

ROLL CALL

COMMENTS FROM THE PUBLIC

APPROVAL OF THE AGENDA

APPROVAL OF THE CONSENT AGENDA

1. Approval of the Minutes of the March 23, 2023, Regular Meeting
2. Approval of the Minutes of the April 13, 2023, Workshop Meeting

PROCLAMATIONS AND PRESENTATIONS

COMMENTS FROM PALM BEACH COUNTY SHERIFF'S OFFICE

COMMENTS FROM PALM BEACH COUNTY FIRE RESCUE

PUBLIC HEARINGS & ORDINANCE READINGS

REGULAR AGENDA

3. Act on Request for Fence Height Variation for 1026 Cheryl Road
4. Approval of Land Lease Agreement Between the Town of Haverhill and Cellco Partnership d/b/a Verizon Wireless

REPORTS

5. Town Attorney
6. Mayor
7. Town Administrator
8. Treasurer
9. Committee Delegates

UNFINISHED BUSINESS

NEW BUSINESS

ADJOURNMENT

Jay G. Foy, Mayor
Lawrence Gordon, Vice Mayor
Dennis Withington, Council Member
Ray Caranci, Council Member
Dr. Teresa Johnson, Council Member
John Fenn Foster, Town Attorney
Tracey L. Stevens, Town Administrator



**TOWN COUNCIL REGULAR MEETING
AGENDA
April 27, 2023**

Public comment will be received via e-mail (tstevens@townofhaverhill-fl.gov) up until noon on April 27, 2023. Any public comments received via e-mail will be made part of the record of the meeting. 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 inform the Town Administrator prior to your entrance into the Town Hall so she can schedule speakers accordingly. If you wish to listen to the Town Council Meeting via teleconferencing, dial 1-877-953-1152 and enter participant code 7404157#. Once the meeting begins, all participants will be muted; however, after Council discusses a specific agenda 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.

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 Tracey L. Stevens, Town Administrator at the Haverhill Town Hall, 4585 Charlotte Street, Haverhill, Florida at (561) 689-0370.

**TOWN OF HAVERHILL
TOWN COUNCIL REGULAR MEETING
THURSDAY, APRIL 27, 2023
6:30 P.M.
OFFICIAL MINUTES**

The regular monthly meeting of the Haverhill Town Council was held on Thursday, April 27, 2023, at the Town Hall, 4585 Charlotte Street, Haverhill, FL.

CALL TO ORDER

Mayor Foy called the meeting to order at 6:30 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

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

ROLL CALL

Town Administrator Stevens called the roll and Council Members present were Mayor Jay G. Foy, Vice Mayor Lawrence Gordon, Council Member Ray Caranci, Council Member Teresa Johnson, and Council Member Dennis Withington. Town Staff present included Town Attorney Foster and Town Administrator Stevens. With a quorum present in the Council Chambers, the meeting proceeded.

COMMENTS FROM THE PUBLIC

There were no comments from the public at this time.

APPROVAL OF THE AGENDA

Mayor Foy asked if there were any additions, deletions, or modifications to the agenda, and there were none.

Council Member Withington moved to approve the agenda as submitted; seconded by Council Member Johnson. Motion carried 5-0.

APPROVAL OF THE CONSENT AGENDA

1. Approval of the minutes of the March 23, 2023, Regular Meeting
2. Approval of the minutes of the April 13, 2023, Workshop Meeting

Council Member Withington moved to approve the consent agenda as submitted; seconded by Vice Mayor Gordon. Motion carried 5-0.

PROCLAMATIONS AND PRESENTATIONS

There were none scheduled.

COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE (PBSO)

A Representative of the Palm Beach County Sheriff's Office was not present for the meeting; however, Town Administrator Stevens shared information she received from Deputy Schnell.

COMMENTS FROM PALM BEACH COUNTY FIRE RESCUE

District Fire Chief Tracey Adams reported that Haverhill experienced a slight increase in the number of calls over the past month. She also reported on response times for the past month and provided information regarding the annual hiring event for the Fire Department. She explained the E-Card registration system for hiring and encouraged residents to visit the Fire Department website for more information. She also mentioned that a new station would be built off Westgate in the next couple of years, and they would be expanding operations at the current stations by the

REGULAR TOWN COUNCIL MEETING MINUTES OF APRIL 27, 2023

end of this fiscal year. She described the events and fundraisers that the Fire Department has recently been involved with as well.

PUBLIC HEARINGS & ORDINANCE READINGS

There were no public hearings or ordinance readings scheduled.

REGULAR AGENDA

3. Act on Request for Fence Height Variation for 1026 Cheryl Road

Town Administrator Stevens introduced the item by noting that the owners of 1026 Cheryl Road have requested a fence height variation to install an 8' fence as shown on the drawing that was included in the meeting package. Since the new home was built in 2020 at a higher elevation as required, the property is elevated higher than the neighboring properties, which has prompted this request. Staff attached photos of the property which shows the challenges with the property elevation and potential installation of a new fence at that height.

Mayor Foy called for public comment and the property owners Leodan Ruiz and Elizabeth Guillermo addressed the Council and answered questions. They submitted petitions signed by their neighbors approving of the fence. Discussion ensued regarding the fence materials and placement of the fence. Town Administrator Stevens stated that utility easement forms would be required as part of the permit application, and she informed the property owners that any future removal of the fence by utility companies needing to access the easement area would be at the cost of the property owner.

Vice Mayor Gordon moved to approve the fence height variation for an 8' fence to be constructed on the property at 1026 Cheryl Road, subject to the applicants meeting all other codes and building regulations; seconded by Council Member Johnson. Motion carried 5-0.

4. Approval of Land Lease Agreement Between the Town of Haverhill and Celco Partnership d/b/a Verizon Wireless

Town Attorney Foster reported that staff has been negotiating with Verizon for a ten-year land lease agreement which is almost finalized, and there will be no substantive changes from what has been submitted. The agreement includes three additional five-year extensions, and rent at \$24,000 annually, plus 25% of the rent Verizon will be paying to AT&T for the tower. Town Attorney Foster explained the termination clause and answered questions posed by the Council.

Council Member Caranci moved to approve the land lease agreement between the Town of Haverhill and Celco Partnership d/b/a Verizon Wireless subject to finalization of the agreement by Mayor Foy and Town Administrator Stevens after sufficient legal review; seconded by Council Member Withington. Motion carried 5-0.

REPORTS

5. Town Attorney

Town Attorney Foster reported that he is keeping track of proposed legislation that may affect municipalities and will report back to the Council next month when the legislative session is completed. This legislation includes House Bill 1197 and Senate Bill 1240 which seeks to preempt local government's ability to manage its own stormwater systems.

6. Mayor

Mayor Foy did not have anything to report at this time.

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7. Town Administrator

Town Administrator Stevens reported that she was recently elected to serve as President-Elect of the FGFOA Palm Beach Chapter this year and will serve as President next year. The Council congratulated her. She also reported on the Traffic Engineer's recommendations for the Park/Cyprus intersection and answered questions of the Council. **The Council consensus was to have staff research costs for red flashing lights on the stop signs.**

Town Administrator Stevens reported that the security alarm at Town Hall was hit by a lightning strike and the costs to repair it were around \$900. She also reported that the new speed trailer has been deployed and will be moved around town. She noted that there is a locking mechanism to secure it in its place.

Town Administrator Stevens reported that the drainage project on Paloverde Place has begun; however, it appears that the infrastructure is being placed outside the easement area so the Surveyor will be going out to the site to mark the easement area, and the contractor may need to move the infrastructure. The project should be completed by next week.

Town Administrator Stevens reported that the Town of Haverhill is hosting the Palm Beach County City Manager's Association meeting this week. She also mentioned that she will be attending the FCCMA Annual Conference in Orlando May 31st through June 3rd and will be taking vacation July 10th through 14th to travel to Maine. She asked about potentially re-scheduling the July workshop meeting, and the Council asked for this to be discussed at an upcoming meeting.

8. Treasurer

The Treasurer's Reports were submitted for January, February, and March 2023.

9. Committee Delegates

Vice Mayor Gordon reported that he attended the Criminal Justice Commission meeting this week which was the last meeting of the year. The focus of the meeting was the proposed budget for 2024 and the probation bus. He also reported that he attended the PBCLOC meeting this week and they discussed the new Financial Disclosure Forms that will need to be filled out if legislation is passed. He reported that the annual installation gala will be held May 24th at the Kravis Center.

Council Member Johnson reported that she attended and volunteered at the Palm Beach County Re-Entry Simulation event, and she provided information regarding the event. She described the challenges that returning citizens have such as the barriers to obtaining necessary identification documents such as a State ID in order to apply for benefits and other services. She also reported that she attended the Re-Entry Task Force meeting, and they discussed funding for renewable energy and new technology. She also mentioned that "Moms Demand Action" may be requesting that the Town adopt a proclamation this year.

Council Member Johnson reported that she was nominated for the YWCA Dorothy Height award for work she has done in the northwest community. The Council and Town Administrator congratulated Council Member Johnson.

UNFINISHED BUSINESS

Council Member Caranci updated the Council on the FPL vegetation management project he is working on. Discussion ensued regarding how the program would work.

REGULAR TOWN COUNCIL MEETING MINUTES OF APRIL 27, 2023

Council Member Caranci updated the Council on the street lighting map he has been working on. Discussion ensued regarding where lighting may be needed. He will submit the map to the Town Administrator for discussion and the town will proceed with the street lighting study.

NEW BUSINESS


There was no new business to come before the Council.

ADJOURNMENT

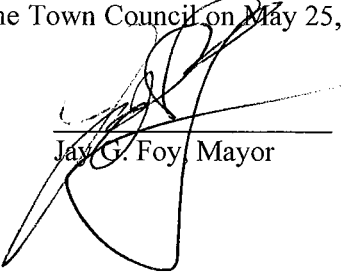
There being no further business to come before the Town Council, the meeting adjourned at 7:27 p.m.

Minutes prepared by Town Administrator Stevens and adopted by the Town Council on May 25, 2023.

Approved:



Tracey L. Stevens, Town Administrator



Jay G. Foy, Mayor

