

**TOWN OF HAVERHILL  
TOWN COUNCIL SPECIAL MEETING  
THURSDAY, AUGUST 10, 2023  
6:30 P.M.  
OFFICIAL MINUTES**

The special meeting of the Haverhill Town Council was held on Thursday, August 10, 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 (via teleconference), Council Member Teresa Johnson, and Council Member Dennis Withington. Council Member Ray Caranci was absent with notice. 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 Town Administrator Stevens requested that Item #6 be added to discuss changing the Town Council meeting times to 6:00 p.m.

**Council Member Withington moved to approve the agenda as amended; seconded by Council Member Johnson. Motion carried 4-0.**

**APPROVAL OF THE CONSENT AGENDA**

1. Approval of the minutes of the July 27, 2023, Regular Meeting
2. Approve Letter to Palm Beach County in Reference to Notice of Proposed Zoning Application for Southampton PUD (Century Village/Turtle Bay CC) on the Southwest corner of Century Blvd and Haverhill Road

**Council Member Withington moved to approve the consent agenda as submitted; seconded by Council Member Johnson. Motion carried 4-0.**

**PUBLIC HEARINGS & ORDINANCE READINGS**

3. Resolution No. 2023-03: A Resolution of the Town Council of the Town of Haverhill, Florida, Levying a Non-Ad Valorem Special Assessment for Residential Properties Lying Within the Municipal Boundaries of the Town of Haverhill as More Particularly Described In Exhibit "A" Attached Hereto, to Fund Solid Waste Collection and Disposal and Related Charges Within the Town, Collecting Such Pursuant to the Uniform Method for the Levy, Collection and Enforcement of Non-Ad Valorem Assessments; Approving, Confirming, and Adopting the Non-Ad Valorem Assessment Roll, Incorporated Herein As Exhibit "B"; Providing That Such Assessments Shall Constitute Legal, Valid, and Binding First Liens Upon Property Against Which Assessments are Made Until Paid; Providing for Conflict; Providing for Severability; and Providing for an Effective Date.

## SPECIAL TOWN COUNCIL MEETING MINUTES OF AUGUST 10, 2023

Town Attorney Foster read Resolution No. 2023-03 into the record.

Mayor Foy called for comments from the public, and there were none.

There were no questions by Council Members.

**Council Member Withington moved to adopt Resolution No. 2023-03 as submitted; seconded by Vice Mayor Gordon. Motion carried 4-0.**

### REGULAR AGENDA

#### **4. Approve Street Lighting Letter to the County**

Mayor Foy stated that he attended the Palm Beach County League of Cities District II & III meeting and also spoke with County Staff and learned that the County no longer adds street lighting as part of their road plans, as they contract with FPL and rent the poles from them. He stated that FPL could request a photometric study when asked to add additional lighting. Another option is for the Town to purchase its own street lights and maintain them in perpetuity. He stated that he is no longer requesting that a letter be sent to the County. Instead, he would like the Council to consider where the additional lights should be located and develop a priority list, and whether the Town should contract with FPL or purchase its own lighting.

Town Administrator Stevens stated that if the Council wishes to move forward, research will be performed on the current franchise agreement with FPL as well as cost comparisons between contracting with FPL or purchasing direct and maintaining the lighting in perpetuity.

Mayor Foy indicated that the maintenance of street lighting by FPL has been poor, and there are several lights that have either been removed and not replaced, or lights that are currently not in working condition.

#### **5. Approve Participation in Palm Beach County Vulnerability Assessment and Authorize Town Administrator Stevens to send Letter to FDEP Supporting Palm Beach County Office of Resilience as Project Lead for Resilient Florida Grant Program Vulnerability Assessment Application**

Town Administrator Stevens reported that the state statute requires that a vulnerability assessment be completed, and the County has offered to be the lead in that effort to help the town, along with several other small municipalities. The County would apply for a grant and administer the grant, as well as provide staff experts to lead the project and guide the discussion.

Town Administrator Stevens explained that she was the lead for a vulnerability assessment in her previous community. Council Member Johnson asked for the details, and Town Administrator Stevens responded that technical data will be collected regarding the Town's critical assets such as the Town Hall facility, roads, stormwater infrastructure, and the lift station. She noted that the Town does not have its own potable water lines or sewer lines. All of the data will be collected to identify vulnerabilities to climate threats.

Mayor Foy called for comments from the public, and there were none.

**Council Member Johnson moved to approve participation in the Palm Beach County Vulnerability Assessment and Authorize Town Administrator Stevens to send a Letter to FDEP Supporting Palm Beach County Office of Resilience as Project Lead for the Resilient Florida Grant Program Vulnerability Assessment Application; seconded by Council Member Withington. Motion carried 4-0.**

## SPECIAL TOWN COUNCIL MEETING MINUTES OF AUGUST 10, 2023

### **6. Discussion Regarding Town Council Meeting Times**

Mayor Foy stated that the original Town Council meeting time was 7:00 p.m. years ago, and then that changed to 6:30 p.m., and now the request is to change it to 6:00 p.m. He stated 6:00 p.m. works better for him, and the purpose is for Council Members and staff to be able to get home sooner after a long day. Council Members agreed.

Town Administrator Stevens stated that since this item was not listed on the posted agenda, an item will be printed on the next meeting agenda for the Council to ratify this action.

**Council Member Withington moved to begin all future Town Council Meetings at 6:00 p.m.; seconded by Council Member Johnson. Motion carried 4-0.**

Miscellaneous Discussion: Town Attorney Foster stated that he will be reporting on new legislation at the next meeting. Mayor Foy stated that the Live Local Act was discussed at the Palm Beach County League of Cities District II & III meeting, as well as the new financial disclosure requirements, and the street lighting issues.

### **ADJOURNMENT**

There being no further business to come before the Town Council, the meeting was adjourned at 6:45 p.m.

Minutes prepared by Town Administrator Stevens and adopted by the Town Council on August 24, 2023.

Approved: \_\_\_\_\_

Tracey L. Stevens, Town Administrator

  
Jay G. Foy, Mayor