

Jay G. Foy, Mayor  
Lawrence Gordon, Vice Mayor  
Dennis Withington, Council Member  
Raymond Caranci, Council Member  
Dr. Teresa Johnson, Council Member  
John Fenn Foster, Town Attorney  
Janice C. Rutan, Town Administrator



**TOWN OF HAVERHILL  
TOWN COUNCIL REGULAR MEETING  
Thursday, May 27, 2021  
7:00 p.m.  
AGENDA**

- I. CALL TO ORDER**
- II. INVOCATION AND PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. COMMENTS FROM THE PUBLIC**
- V. APPROVAL OF AGENDA**
- VI. APPROVAL OF THE CONSENT AGENDA**
  - a. Approval of the minutes for the April 22, 2021 Regular Meeting**
- VII. PROCLAMATIONS AND PRESENTATION**
- VIII. COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE**
- IX. PUBLIC HEARINGS:**
- X. REGULAR AGENDA AND FIRST READINGS**
  - a. Confirm and Ratify the approval of distribution of \$277,983 of Federal Fiscal Year 2020 Edward Byrne Memorial Justice Assistance Grant (JAG) funds**
  - b. Consider Holiday closings for the remainder of the 2021 calendar year**
  - c. Discuss Palm Beach County Bridge Improvement Project on Belvedere Road LWDD/E3 Canal**
- X. PUBLIC HEARINGS AND SECOND HEARINGS**

**None.**
- XI. REPORTS**
  - Town Attorney**
  - Town Administrator**
  - Committee/Delegate Report**
  - Treasurer's Report (included in packet)**
- XII. UNFINISHED BUSINESS**
- XIII. NEW BUSINESS**
- XIV. 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

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**TOWN COUNCIL MEETING  
May 27, 2021**

**Public comment will be received via e-mail ([jrutan@townofhaverhill-fl.gov](mailto:jrutan@townofhaverhill-fl.gov)) up until noon on May 27, 2021. 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 and exhibit signs of illness, such as coughing or sneezing, please do not enter 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. Town Council has considered the health, safety and welfare of its residents and the public, and voted to continue to require face masks be worn during public meetings and public hearings in Town Hall and Town Council Chambers to address the Town Council. Those persons gathering outside the Town Hall are encouraged to maintain a separation of at least six feet from one another. 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 meeting 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.**

**TOWN OF HAVERHILL  
TOWN COUNCIL REGULAR MEETING  
Thursday, May 27, 2021  
OFFICIAL MINUTES**

The regular monthly meeting of the Haverhill Town Council was held at the Town Hall, 4585 Charlotte Street on Thursday, May 27, 2021. Those present Jay Foy, Mayor; Lawrence Gordon, Vice Mayor; Dennis Withington, Council Member; and Teresa Johnson, Council Member. Also, present were John Fenn Foster, Town Attorney, and Janice C. Rutan, Town Administrator.

**CALL TO ORDER**

Mayor Foy called the meeting to order at 7:15 p.m. after the close of the FY2021-2022 Budget Workshop.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Mayor Foy offered the invocation and led the Pledge of Allegiance. He gave special mention to Council Member Caranci who was recovering from a medical procedure earlier in the day.

**ROLL CALL**

All Town Council Members were present in Council Chambers except Council Member Caranci.

**COMMENTS FROM THE PUBLIC**

None.

**APPROVAL OF AGENDA**

A motion was made by Council Member Withington, seconded by Council Member Johnson, and unanimously passed (4-0) to approve the agenda as presented.

**APPROVAL OF THE CONSENT AGENDA**

Approval of the minutes for the April 22, 2021, Regular Meeting

A motion was made by Vice Mayor Gordon, seconded by Council Member Withington, and unanimously passed (4-0) to approve the Consent Agenda.

**PROCLAMATIONS AND PRESENTATION**

None.

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

None.

**PUBLIC HEARINGS**

None.

**REGULAR AGENDA AND FIRST READINGS**

**Confirm and Ratify the approval of distribution of \$277,983 of Federal Fiscal Year 2020 Edward Byrne Memorial Justice Assistance Grant (JAG) funds**

Mayor Foy explained that the Palm Beach County Criminal Justice Commission must receive 51% approval from all 39 municipalities to receive the grant funding. He added this matter comes up every year for Council consideration. This year, due to timing issues, he signed the letter in support and was seeking ratification from Council.

**A motion was made by Council Member Johnson, seconded by Vice Mayor Gordon, and unanimously passed (4-0) to confirm and ratify Town Council approval of the distribution of \$277,983 of Federal Fiscal Year 2020 Edward Byrne Memorial Justice Assistance Grant (JAG) funds.**

**Consider Holiday closings for the remainder of the 2021 calendar year**

The Town Administrator offered Staff's report. She explained that the Town followed the County's Holiday schedule and presented those days to the Town Council. The only change was the removal of Columbus Day as a paid holiday and replacing it with an employee choice paid holiday (subject to Town Administrator's approval).

Proposed holiday closings were as follows:

<b>Memorial Day</b>	<b>Monday, May 31, 2021</b>
<b>Independence Day</b>	<b>Monday, July 5, 2021</b>
<b>Labor Day</b>	<b>Monday, September 6, 2021</b>
<b>Veteran's Day</b>	<b>Thursday, November 11, 2021</b>
<b>Thanksgiving Day</b>	<b>Thursday, November 25, 2021</b>
<b>Floating Holiday</b>	<b>Friday, November 26, 2021</b>
<b>Christmas Day</b>	<b>Friday, December 24, 2021</b>
<b>Floating Holiday</b>	<b>Monday, December 27, 2021</b>
<b>New Year's Day</b>	<b>Friday, December 31, 2021</b>
<b>In lieu of Columbus Day</b>	<b>Employee choice with Administrator Approval</b>

**Reschedule meetings of November and December 2021:**

**November 2021:** it would be Staff's recommendation to cancel the meetings of Thursday, November 11 (Veteran's Day) and Thursday, November 25, 2021 (Thanksgiving, and schedule the November 2021 meeting for Thursday, November 18, 2021.

**December 2021:** it would be Staff's recommendation to cancel the meeting of December 9 and 23, 2021 and schedule only one meeting for the month of December to be held on December 16, 2021. The monthly workshop is scheduled for Tuesday, December 7, 2021.

**A motion as made by Council Member Withington, seconded by Council Member Johnson, and unanimously passed (4-0) to approve the 2021 holiday closing schedule as presented by Staff.**

**Discuss Palm Beach County Bridge Improvement Project on Belvedere Road LWDD/E3 Canal**

At the previous meeting, the Town Administrator had informed the Council of the upcoming bridge improvement project on Belvedere Road. Mayor Foy reviewed the plans and made a presentation to the Town Council noting the impact and inconsistencies of the project.

He explained that the bridges were being combined to make one large bridge and to do so, the existing medians along Belvedere Road (west of Palmetto) were being removed and in their place a center turn lane will be installed. A seven-foot bike lane and 8' sidewalk was also being added to both sides of the road.

He added that there would be an interruption of traffic for at least a year during construction that he anticipated would begin in about 18 months.

Regarding the discrepancy between the plans sent to the Town and the plans sent to the Roesslers, (Palmetto Drive) the Town Administrator was asked to notify the County of the inconsistency pertaining to the removal of their driveway on Belvedere Road.

## **REPORTS**

### **Town Attorney**

Town Attorney Foster had forwarded several Ordinance Amendments to the Town Council for their review. He explained that the proposed Ordinances, including the Charter Amendment, would be discussed in detail at the June 1, 2021, workshop. First reading would be scheduled for June 24, 2021, with the adoption hearing to be set for July 8, 2021.

The conversation then turned to the Charter revisions. The revisions included changing the current two-year term to a 3 year-term. A one-year residency requirement prior to qualification was being proposed as well as drawing lots in lieu of a run-off election in the event of a tie. Attorney Foster explained the proposed ballot questions were drafted in such a way that the three questions would remain independent from each other and could pass or fail on their own. Those passing could be incorporated in the Charter. Discussion followed.

### **Mayor**

None.

### **Town Administrator**

The Town Administrator announced that Devon Kirms, Community Services Liaison/Code Inspector had resigned her position from the Town with her last day being May 28, 2021.

She then gave an update on the Briarwood Wall project. She was still dealing with the holders of the mortgages of each property and is still unable to obtain their releases to allow for the easement across those properties to install the wall.

### **Committee/Delegate Report**

Vice Mayor Gordon reported on the Palm Beach County Annual Gala held the previous day in Boynton Beach at the Benvenuto Restaurant. He had been sworn in as first Vice President to the League. He also reported on his attendance, as a representative to the PBC League of Cities, at the Palm Beach County Impact Committee and Criminal Justice Committee meetings.

He then read portions of a letter he had received from the League of Woman Voters expressing their disappointment at the continued attempts of the legislature to impede on Home Rule.

Lastly, the Town of Haverhill would be hosting the June 16, 2021, Palm Beach County League of Cities Board of Director's meeting and luncheon at the Town Hall.

### **Treasurer's Report**

Included in packet.

## **UNFINISHED BUSINESS**

None.


**NEW BUSINESS**

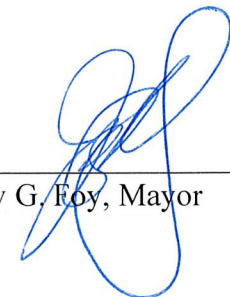
None.

**ADJOURNMENT**

With no further business to come before the Town Council, the meeting adjourned at 8:15 p.m.

Approved: June 10, 2021

  
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Janice C. Rutan, Town Administrator

  
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Jay G. Foy, Mayor