

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



**TOWN OF HAVERHILL
FINAL PUBLIC HEARING
ADOPT MILLAGE RATE/
PROPOSED BUDGET FOR FY 2021/2022
SEPTEMBER 23, 2021
6:30 p.m.
Town Hall – 4585 Charlotte Street**

- I. Call to Order
- II. Invocation and Pledge of Allegiance
- III. Roll Call
- IV. Comments from the Public
- V. Approval of Agenda
- VI. Adopt tentative millage rate

- a. Fiscal Year October 1, 2021 through September 30, 2022

Resolution 2021-10: A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, LEVYING A TAX OF 4.5000 MILLS UPON THE TAXABLE NON-EXEMPT PROPERTY WITHIN THE TOWN OF HAVERHILL FOR THE 2021/2022 FISCAL YEAR RESULTING IN A 3.56 PERCENT INCREASE OVER THE ROLL BACK RATE OF 4.2057.

- b. Adopt tentative budget Fiscal Year October 1, 2021 through September 30, 2022

Resolution 2021-11 A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, ADOPTING THE 2021/2022 BUDGET OF THE TOWN OF HAVERHILL.

- VII. Adjournment

**TOWN OF HAVERHILL
TOWN COUNCIL REGULAR MEETING
Thursday, September 23, 2021
(Immediately following the close of the Final Budget Hearing)
AGENDA**

- I. CALL TO ORDER**
- II. COMMENTS FROM THE PUBLIC**
- III. APPROVAL OF AGENDA**
- IV. APPROVAL OF THE CONSENT AGENDA**
 - a. Approval of the minutes of the August 26, 2021 Regular Town Council meeting
- V. PROCLAMATIONS AND PRESENTATION**
 - a. Presentation of the Integrity Group: Proposal on assisting the Town of Haverhill in maximizing the benefits of the American Rescue Plan Act (ARPA) funding.
- VI. COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE**
- VII. REGULAR AGENDA AND FIRST READINGS**
 - a. Consider request for Extension of Development Order Approval granted for the Haverhill Courts Townhome Project in accordance with Executive Orders and Section 252.363, F.S. due to the impact of COVID 19 (Request filed by Chad Riddle, WGI, Project Manager).
 - b. **FIRST READING: Ordinance 501: An Ordinance of the Town Council amending Chapter 54: Subdivision by deleting references to private roads and driveways; requiring all lots to have legal access to a local street; allowing, with Council approval the subdivision of lots within the R-1 provided the lot will be at least 90' wide and meet all other requirements.**
 - c. **FIRST READING: Ordinance 507: An Ordinance of the Town Council of the Town of Haverhill setting the qualification period for the March 8, 2022 Municipal Election to commence at noon on the second Tuesday in November and end at noon on the 4th Tuesday of November.**
 - d. Discuss Ordinance 502: An Ordinance amending PBIA Airport to allow for one-car garages for Townhouses and zero lot line homes
- VIII. SECOND READINGS AND PUBLIC HEARINGS**
- IX. REPORTS**
 - Town Attorney
 - Mayor
 - Town Administrator
 - Committee/Delegate Report
 - Treasurer's Report (included in packet)
- X. UNFINISHED BUSINESS**
- XI. NEW BUSINESS**
- XII. 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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**FINAL BUDGET HEARING 2021/2022 FY
And Regular Town Council Meeting
September 23, 2021
6:30 p.m.**

Public comment will be received via e-mail (jrutan@townofhaverhill-fl.gov) up until noon on Thursday, September 23, 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. Masks will be required for those persons entering Council Chambers. 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
FINAL PUBLIC HEARING
ADOPT MILLAGE RATE/
PROPOSED BUDGET FOR FY 2021/2022
SEPTEMBER 23, 2021
6:30 p.m.
Town Hall – 4585 Charlotte Street**

Pursuant to the forgoing notice, the final public budget hearing for the Town of Haverhill was held on Thursday, September 23, 2021, at the Town Hall, 4585 Charlotte Street, Haverhill, Florida. Those present were Jay G. Foy, Mayor; Lawrence Gordon, Vice Mayor; Dennis Withington, Council Member; Ray Caranci, 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 6:30 p.m.

Invocation and Pledge of Allegiance

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

Roll Call

The Town Administrator called the roll. All members were present.

Comments from the Public

None.

Approval of Agenda

A motion was made by Council Member Johnson, seconded by Council Member Withington and unanimously passed (5-0) to approve the agenda as presented.

Adopt final millage rate

Fiscal Year October 1, 2021, through September 30, 2022

The title was read by Attorney Foster. The Town Administrator presented Staff's report. The Mayor opened the floor to public comment, there being none, a motion was then made by Council Member Caranci, seconded by Council Member Withington and unanimously passed (5-0) to pass Resolution 2021-10: A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, LEVYING A TAX OF 4.5000 MILLS UPON THE TAXABLE NON-EXEMPT PROPERTY WITHIN THE TOWN OF HAVERHILL FOR THE 2021/2022 FISCAL YEAR RESULTING IN A 3.56 PERCENT INCREASE OVER THE ROLL BACK RATE OF 4.2057.

Adopt final budget Fiscal Year October 1, 2021, through September 30, 2022

The title was read by Attorney Foster. The Town Administrator offered Staff's report. Mayor Foy opened the floor to public comment, there being none, a motion was then made by Council Member Withington, seconded by Vice Mayor Gordon and unanimously passed (5-0) to adopt Resolution 2021-11 A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, ADOPTING THE 2021/2022 BUDGET OF THE TOWN OF HAVERHILL attached hereto and made a part hereof.

Adjournment

With no further business to be addressed at the final budget public hearing of the Town of Haverhill for the FY ending September 30, 2021, the hearing adjourned at 6:40 p.m.

**TOWN OF HAVERHILL
TOWN COUNCIL REGULAR MEETING
Thursday, September 23, 2021
(Immediately following the close of the Final Budget Hearing)
OFFICIAL MINUTES**

CALL TO ORDER

Mayor Foy called the meeting to order at 6:41 p.m., immediately following the close of the final public budget hearing.

COMMENTS FROM THE PUBLIC

Joseph Lima, 5065 Ivywood Road. Mr. Lima addressed the Town Council about a notice he had received from the Code Enforcement officer regarding parking on the grass. He has lived in his home since 1979 and believes that the residents of Ivywood Road should be exempt from the code requirements of the Town since they had been annexed into the Town. Attorney Foster addressed Mr. Lima, explaining the Town Council cannot address Code Enforcement matters as they would sit as a quasi-judicial board in the case of an appeal. He did explain to Mr. Lima that Staff was looking at alternatives to the strict application of the code as there were many properties in Town, such as his, that were unable to have surfaced parking areas due to the size of their lots. He offered to reach out to Mr. Lima once Staff met.

APPROVAL OF AGENDA

A motion was made by Council Member Johnson, seconded by Vice Mayor Gordon and unanimously passed (5-0) to approve the agenda as presented.

APPROVAL OF THE CONSENT AGENDA

Approval of the minutes of the August 26, 2021, Regular Town Council meeting
Council Member Caranci brought typographical errors to the attention of the Town Administrator. Noting the corrections to be made, the Consent Agenda was approved as presented.

PROCLAMATIONS AND PRESENTATION

Presentation of the Integrity Group: Proposal on assisting the Town of Haverhill in maximizing the benefits of the American Rescue Plan Act (ARPA) funding.

Due to technical difficulties with the arranged Zoom presentation, Gary Yates and John Czernis addressed the Town Council via teleconference call. They had prepared a power point presentation offering ideas for small sectors of local government in ways to maximize the funding being provided through the ARPA program.

Their proposal was based on a state contract. Their proposed charge to the Town would be 5% of the funding allocated.

Integrity Group employs over 250 persons and offer security/school resource officers in addition to overseeing federal grants, the CARES Act, FEMA and Emergency Operations for municipalities.

The Town Council thanked Mr. Yates and Mr. Czernis for their presentation and agreed to get back to them after review of their proposal.

COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE

Kayla Schnell, PBSO Community Liaison addressed the Town Council. She reported on a vandalized vehicle that had been keyed and the windshield broken. It was believed the victim knew the suspect. There had been a burglary to a vacant home on Woodland sometime between 9/17-21, 2021 (packages had been left on the porch). The Town Council expressed their appreciation to D/S Schnell and PBSO.

REGULAR AGENDA AND FIRST READINGS

Consider request for Extension of Development Order Approval granted for the Haverhill Courts Townhome Project in accordance with Executive Orders and Section 252.363, F.S. due to the impact of COVID 19 (Request filed by Chad Riddle, WGI, Project Manager).

The Town Administrator offered Staff's report. The applicants were asking for an extension of the approved development order, based on the Governor's Executive Order due to COVID 19. Staff was also requesting the Town Council amend their fee schedule to allow Staff to charge a fee of \$300 for review of this request and future requests for development order extensions. Staff was also comfortable with the submittal of WGI and felt they would be eligible to receive an extension in the amount of 474 days plus 6 months.

A motion was made by Council Member Caranci, seconded by Council Member Withington and unanimously passed (5-0) to amend the Town's fee schedule to include a fee for the extension of development orders in the amount of \$300.00.

A motion was then made by Council Member Caranci, seconded and unanimously passed (5-0) to approve staff's recommendation to allow for an extension in the amount of 474 days and six months the request for the Development Order Approval granted for the Haverhill Courts Townhome Project in accordance with Executive Orders and Section 252.363, F.S. due to the impact of COVID 19 (Request filed by Chad Riddle, WGI, Project Manager provided said request meets the requirements of the Executive Order.

FIRST READING: Ordinance 501: An Ordinance of the Town Council amending Chapter 54: Subdivision by deleting references to private roads and driveways; requiring all lots to have legal access to a local street; allowing, with Council approval the subdivision of lots within the R-1 provided the lot will be at least 90' wide and meet all other requirements.

The title was read by Attorney Foster. Attorney Foster offered Staff's report. He explained the intent of the Ordinance was to prohibit the creation of flag lots. Discussion followed.

It was agreed that the matter would be postponed to be discussed at the October 5, 2021, workshop.

FIRST READING: Ordinance 507: An Ordinance of the Town Council of the Town of Haverhill setting the qualification period for the March 8, 2022, Municipal Election to commence at noon on the second Tuesday in November and end at noon on the 4th Tuesday of November.

The title was read by Attorney Foster. The Town Administrator offered Staff's report. **A motion was made by Vice Mayor Gordon, seconded by Council Member Withington and unanimously passed (5-0) to approve Ordinance No. 507 on first reading.**

Discuss Ordinance 502: An Ordinance amending PBIA Airport to allow for one-car garages for Townhouses and zero lot line homes

The Town Attorney offered Staff's report. Discussion followed. Before the Town Council agreed to allow for one car garages in the Airport Overlay Zone, they would request to see a site plan for the Haverhill Courts Townhome project.

SECOND READINGS AND PUBLIC HEARINGS

None.

REPORTS

Town Attorney

The Town Attorney gave a thorough report on the recommendations of the Charter Committee and the Ordinances that would be coming before the Town Council for their consideration.

Mayor

Mayor Foy reported that he had received a request from Mr. Ricks, the Palm Beach County Director of Public Works, asking for the Town's input on the County's proposed 5-year Transportation program. Discussion followed. Although the Transportation Improvement Plan had included intersection improvements at the Intersection of Military Trail and Belvedere Road, and the Town had received bridge improvement plans for Belvedere Road that included widening of lanes, bicycle paths and sidewalk improvements, these projects were not included in the County's 5-year plan. Council agreed to authorize the Mayor to send a letter to Mr. Ricks explaining the Town had no objection to the plan as presented, provided the projects as mentioned above were in fact not included in the 5-year plan. He noted that the Town had until October 4, 2021, to send the letter.

Town Administrator

The Town newsletter had been sent to the residents.

Committee/Delegate Report

Mayor Foy updated the Council on the DEP's de-listing Lake Osborne as a concerned body of water due to lack of sufficient data but instead added Lake Clarke Shores.

Vice Mayor Gordon reported on the Palm Beach County Criminal Justice Committee meeting he had attended. He reported on the in-person Palm Beach County League of Cities meeting held the previous day and the very interesting presentation on traffic mobility in Palm Beach County. Approximately 1,000 people per day were relocating to Florida.

The Florida League of Cities Board of Directors would be meeting at the Eau Hotel in Palm Beach this coming weekend.

He then reported on legal cases highlighted at the PBC League meeting dealing with Sunshine Laws applying to a Mayor acting in the capacity of a non-voting entity.

Council Member Teresa Johnson reported on the fundraising event held at the Town Hall in support of the Haiti Relief. Although items had been collected, money was needed to allow for the purchase of desalinating machines that had proven to be most helpful in Puerto Rico.

Treasurer's Report

UNFINISHED BUSINESS

The painting of the Briarwood Wall had been completed.

NEW BUSINESS

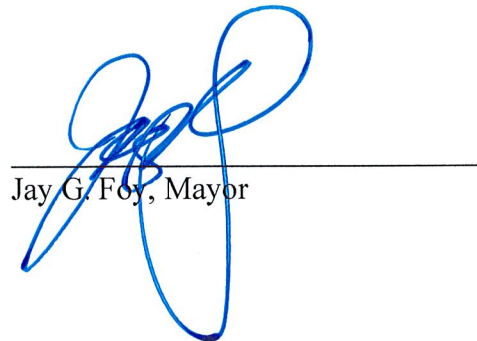
None.

ADJOURNMENT

With no further business to come before the Town Council, the meeting adjourned at 8:20 p.m.

Approved: October 28, 2021


Janice C. Rutan, Town Administrator


Jay G. Foy, Mayor