

TOWN OF HAVERHILL  
CHARTER REVIEW COMMISSIONS

February 25, 2021

6:00 p.m.

A meeting of the Town of Haverhill Charter Review Committee was held on February 25, 2021 in Council Chambers, 4585 Charlotte Street, Haverhill, FL. Members present were Raymond Caranci, William DeBay, Stacy Herig, and Teresa Johnson. Lawrence Gordon was present 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 Gordon who was participating via teleconferencing.

Attorney Foster presented Draft 1 of the proposed Charter Amendments.

Section 2.03 - Vacancies generated a very lengthy discussion. Attorney Foster gave a history of the recent appointments made to Town Council due to filling unexpired terms. Because the Committee had recommended that the terms be increased to three years, concern over Council appointment to fill an unexpired term was expressed. Discussion as to when a special election should be called to fill a vacancy offered many alternatives.

Finally, it was agreed that language would be added that if a vacancy occurred with more than 18 months remaining in the term of the vacant seat, the Town would hold a special election to fill the remaining term. If no one qualifies during the period set aside for qualification, then the Town Council may, but are not obligated to appointing a successor to fill the vacated seat.

Discussion next involved when the change from the two-year to three-year term would commence. Attorney Foster offered that the change in terms for Seat 1 and Seat 2 would not go into effect until the March 2023 election cycle.

Induction at meetings was next discussed. It was agreed that at the first meeting after the certified election results from the PBC SOE were received, or the date the Town Election would have occurred in the event of a non-contested election, the term for Council Members shall commence. At the same meeting, they would elect among themselves, a Mayor and Vice Mayor.

Section 4.03 – Qualifying added language requiring candidates to take an oath declaring residency and added lease agreement and vehicle registration as evidence of residency.

Section 4.05 – Schedule and Elections

It was agreed to add drawing of lots to the list of definition and the drawing of lots to determine the winner in the event of a tie to be done at the first meeting following the certificate of election by the Supervisor of Elections.

**Approval of Minutes:**

**A motion was made by William DeBay, seconded by Stacy Herig and unanimously passed (5-0) to approve the minutes of the January 25, 2021 meeting of the Charter Review Committee.**

It was agreed to schedule the next meeting of the Charter Review Committee for March 25, 2021 at 5:30 p.m. .

Member Caranci asked if the Attorney could provide bot a clean copy and a strike thru copy of the amendments to the Charter.

With no further business to come before the Charter Review Committee, the meeting was adjourned at 6:45 p.m.

Approved: March 25, 2021

---

Janice C. Rutan, Town Administrator