

**TOWN OF HAVERHILL
TOWN COUNCIL REGULAR MEETING
THURSDAY, JANUARY 12, 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 December 6, 2022, Workshop Meeting
2. Approval of the Minutes of the December 8, 2022, Regular Meeting

PROCLAMATIONS AND PRESENTATIONS

COMMENTS FROM PALM BEACH COUNTY SHERIFF'S OFFICE

COMMENTS FROM PALM BEACH COUNTY FIRE RESCUE

PUBLIC HEARINGS & SECOND READINGS

3. Second Reading of Ordinance No. 513: An Ordinance of the Town Council of the Town of Haverhill, Palm Beach County, Florida, Amending the Code of Ordinances of the Town of Haverhill by Amending Section 2-36 of Division I, Article II, Town Council, of Chapter 2, Administration, to Provide for One Regular Town Council Meeting Per Month, and Authorize the Mayor, or any two Councilmembers to Call for a Special Meeting; Providing for Severability; Providing for Repeal of Laws in Conflict; Providing for Correction of Scriveners' Errors; Providing for an Effective Date and Other Purposes.

REGULAR AGENDA & FIRST READINGS

REPORTS

4. Town Attorney – Update on Verizon Negotiations
5. Mayor
6. Town Administrator
7. Treasurer
8. 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
January 12, 2023**

Public comment will be received via e-mail (tstevens@townofhaverhill-fl.gov) up until noon on January 12, 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, JANUARY 12, 2023
6:30 P.M.
OFFICIAL MINUTES**

The regular monthly meeting of the Haverhill Town Council was held on Thursday, January 12, 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 Attorney Foster and Town Administrator Stevens were also present. With a quorum present in the Council Chambers, the meeting proceeded.

COMMENTS FROM THE PUBLIC

There were no comments offered from the public.

APPROVAL OF THE AGENDA

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

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

APPROVAL OF THE CONSENT AGENDA

1. Approval of the minutes of the December 6, 2022, Workshop Meeting
2. Approval of the minutes of the December 8, 2022, Regular Meeting

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

PROCLAMATIONS AND PRESENTATIONS

There were no proclamations or presentations scheduled.

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

There were no comments scheduled.

COMMENTS FROM PALM BEACH COUNTY FIRE RESCUE

There were no comments scheduled.

PUBLIC HEARINGS & SECOND READINGS

There were no public hearings and second readings scheduled.

REGULAR TOWN COUNCIL MEETING MINUTES OF JANUARY 12, 2023

REGULAR AGENDA AND FIRST READINGS

3. **Second Reading and Adoption of Ordinance No. 513: An Ordinance of the Town Council of the Town of Haverhill, Palm Beach County, Florida, Amending the Code of Ordinances of the Town of Haverhill by Amending Section 2-36 of Division I, Article II, Town Council, of Chapter 2, Administration, to Provide for One Regular Town Council Meeting Per Month, and Authorize the Mayor, or any two Councilmembers to Call for a Special Meeting; Providing for Severability; Providing for Repeal of Laws in Conflict; Providing for Correction of Scriveners' Errors; Providing for an Effective Date and Other Purposes.**

Town Attorney Foster read Ordinance No. 513 into the record by title only.

There were no changes to the ordinance from first reading, and there were no questions from the Council regarding the ordinance. Council Member Johnson asked about the meeting schedule going forward and Mayor Foy clarified that the regular monthly meeting will now be held on the fourth Thursday of the month at 6:30 p.m., and a workshop or special meeting will be held only as needed on the second Thursday of the month at 6:30 p.m. Town Attorney Foster noted that the November and December regular meetings will still be held on the second Thursday of the month as has been done in prior years due to the holidays.

Discussion ensued regarding blue vs. black Town Council shirts since there will only be one regular meeting per month going forward, and it was decided that shirt colors will be rotated, and the Town Administrator will notify Council members of the shirt color prior to the meeting.

Council Member Caranci moved to adopt Ordinance No. 513 on second reading; seconded by Council Member Johnson. Motion carried 5-0.

REPORTS

4. Town Attorney

Town Attorney Foster reported that the Town and Verizon have come to an agreement on the ground lease and the guarantee of rent if Verizon decides to terminate in its sole discretion with three months' notice is going to be the greater of 6 months' rent or the balance of the rent due for the initial term. Example: if Verizon terminates in year eight of the agreement, they pay two years of rent, and if they terminate one month prior to the 10-year term, they owe 6 months' rent. The language regarding the Town's commitment to maintain the tower changed from the "tower" to the "property" since the Town does not own the tower and has no control over it. Verizon will be notified to attach the exhibits, fill in the blanks, sign the agreement, and submit it to the Town for signature. There were no objections by the Council to do so.

Town Attorney Foster mentioned that Verizon had recently authorized a large amount of funds for upgrades to its infrastructure. He also noted that once this agreement is finalized, the Town will need to approach Crown Castle and remind them that 25% of the fee Verizon will be paying them needs to be remitted to the Town.

Council Member Johnson inquired about the term of the agreement, and Town Attorney Foster stated that the initial term is 10 years with an option for three additional five-year terms.

Council Member Caranci asked about the communications service tax that we receive from the County, and Mayor Foy stated that we receive a franchise fee. Town Attorney Foster stated that we will receive the actual rent, a percentage of the tower, and communications service tax.

REGULAR TOWN COUNCIL MEETING MINUTES OF JANUARY 12, 2023

5. Mayor

Mayor Foy reported that President Biden recently signed an expansion of the regulations regarding protection of the waters of the United States and instructed EPA to adopt stricter rules which it finalized recently. The new regulations provide clean water protections so that the nation's waters are further guarded against pollution.

6. Town Administrator

Town Administrator Stevens noted that she provided a written report in the meeting package and asked if the Council had a chance to review it. She also added that she was recently asked by the Town of Gulf Stream to serve on its Audit Selection Committee. She asked the Council for permission to do so, which was granted.

Town Administrator Stevens reported that staff has been working on a list of signage in Town that needs to be replaced and handed out a sketch for a new "Welcome to Town of Haverhill" signs that are more decorative. The Council agreed on the design with an increase in size of the Town logo. Town Administrator Stevens mentioned that staff will work on gathering information regarding the material for the sign as well as pricing and bring that back to a future meeting.

Town Administrator Stevens stated that at the last meeting she indicated that the basketball court lights at Haverhill Park had been installed and she apologized that the information was incorrect as it was the tennis court lighting that had been installed. She stated that the County indicated that there are no plans for lighting of the basketball courts. The Council agreed that they would like lighting installed for the basketball courts and asked Town Administrator Stevens to follow-up with the County to see if it would be a possibility.

Town Administrator Stevens mentioned that the last annual Town picnic was held in 2017 and asked if the Council had any interest in resuming it this year. She stated that with a small staff of only four, it would be a heavy load to accomplish the event and asked for participation by Council members and volunteers. Council Member Johnson asked if there is a list of tasks for the event that can be distributed to the Council, and Town Administrator Stevens confirmed that she could distribute the list. Mayor Foy stated that former Mayor Woods used to be the champion and lead coordinator for the event, and with Mayor Foy's busy schedule, he would not be able to take the lead.

Town Administrator Stevens asked if anyone was available to attend the Mayor's parade at the South Florida Fair this coming weekend, and no Council Members were able to attend.

Town Administrator Stevens mentioned that she provided an update on projects and it is her intent to give an update each month so the Council is aware of the status of ongoing projects. She noted that the Haverhill Courts Townhomes project is almost ready for plat recording and site development permit. There was also a brief discussion regarding the crime statistics in reference to the potential annexation area and potential costs to the Town. The Council agreed that it wouldn't make sense to proceed unless there would be a net cost benefit to the Town.

7. Committee/Delegate Report

Vice Mayor Gordon reported that he attended the FLC joint workshop meeting between the County Association and State Association in Jupiter. Topics discussed were short term rentals, affordable housing, mobility fees vs. impact fees, water resources planning, enterprise fund transfers, property tax protection, residential zoning, and transportation funding. He stated that Palm Beach County is growing by 1% per year so these topics are important to address, especially in light of the housing crisis and increased use of electric vehicles. He also noted that septic to sewer conversion is another topic of discussion.

REGULAR TOWN COUNCIL MEETING MINUTES OF JANUARY 12, 2023

Council Member Johnson reported that the Citizens' Committee on Airport Noise met on December 15th, and they discussed a few openings on the committee. They also spoke about an increase in airplane noise and idling during daylight savings time. The Re-Entry Task Force also met and discussed the video that is being developed to distribute to folks who are incarcerated prior to their release so they have a better understanding of the available resources. A grant of \$300,000 was recently received for support services for those being released, which will cover only a small portion of those released, as around 800 are released per year from just the Glades area. Discussions regarding collaboration between some of the other re-entry partners and County Commissioners are being had to see if they will match the grant.

8. Treasurer's Report

The Treasurer's Report for November 2022 was submitted and there were no questions by the Council.

UNFINISHED BUSINESS

There was no unfinished business to come before the Council.

NEW BUSINESS

Council Member Caranci stated that he received mail at his home regarding the Nextdoor social media app and it appeared to come from a fellow resident; however, he doubts that is the case and cautioned everyone to be careful since the mailing came from California.

Council Member Caranci noted that his neighbor Blair Littlejohn recently moved and came across a 1960's newsletter from the Town of Haverhill. He stated that he would bring it into Town Hall for archiving.

Council Member Caranci mentioned that he would like to discuss licensing for rental units in Town at an upcoming workshop. He stated that neighborhoods change when the owner is not the occupant, and he would like to discuss this to protect the integrity of the neighborhoods and avoid dangerous situations for residents. He stated that the rental market is hot right now and it becomes a big problem when affordable housing units are being rented out for other purposes which shrinks the number of available units and drives the rental prices up. Discussion ensued and Town Administrator Stevens stated that an item could be placed on the next workshop agenda.

ADJOURNMENT

There being no further business to come before the Town Council, the meeting adjourned at 7:31 p.m.

Minutes prepared by Town Administrator Stevens and adopted by the Town Council on February 23, 2023.

Approved: _____

Tracey L. Stevens, Town Administrator

Jay G. Foy, Mayor