

**TOWN OF HAVERHILL
TOWN COUNCIL WORKSHOP
THURSDAY, MARCH 9, 2023
6:30 P.M.**

AGENDA

CALL TO ORDER

ROLL CALL

COMMENTS FROM THE PUBLIC

AGENDA

- 1. Discussion with Developers Regarding Voluntary Request for Annexation of Property Off Wallis Road**
- 2. Update from Town Engineer on Drainage & Traffic Calming Projects**
- 3. Town Attorney Report Regarding Request from Crown Castle to Increase Antenna Capacity on the Cell Tower**

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 WORKSHOP
AGENDA
MARCH 9, 2023**

Public comment will be received via e-mail (tstevens@townofhaverhill-fl.gov) up until noon on March 9, 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 WORKSHOP
THURSDAY, MARCH 9, 2023
6:30 P.M.
OFFICIAL MINUTES**

The workshop meeting of the Haverhill Town Council was held on Thursday, March 9, 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 (via conference call). Town Attorney Foster, Town Administrator Stevens, and Town Engineer McLeod 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.

WORKSHOP AGENDA

1. Discussion with Developers Regarding Voluntary Request for Annexation of Property Off Wallis Road

Town Administrator Stevens introduced Jerrod Purser of WGI and Dante Fraiegari of Meritage Homes to the Council. The duo came before the Council previously to discuss the voluntary request for annexation of property off Wallis Road to develop approximately 100 two-story townhouse units at the maximum density, and wanted to follow up to see if there was any interest of the Council in proceeding with annexation. Mr. Purser gave an overview of the project and discussed the safety enhancements.

Discussion ensued regarding workforce housing, and Town Administrator Stevens distributed Palm Beach County's Housing Action Plan for the Council's review. It was determined that the price point of the proposed housing for this location wouldn't be considered workforce housing in accordance with the PBC Housing Action Plan. It was noted that the Town does not currently have a workforce housing element in its Town Code; however, it was recognized that there is a housing crisis currently. Mr. Fraiegari stated that this project will not be constructed if the Town is not willing to annex the property into Haverhill, as it is not cost beneficial to the developer to comply with the workforce housing requirements of the County. He explained the process. Council Member Johnson asked if there are any incentives to help with the costs, and Mr. Fraiegari responded that he was not aware of any. Town Administrator Stevens pointed out page 7 of the housing plan which describes potential incentives.

Discussion ensued regarding the crime rate for the proposed location, and whether or not the Town would need to expend funds for extra patrols in the area. Mr. Fraiegari explained that the plans were updated to provide a gated community to address the concerns of the Council, and the Council discussed the possibility of amending the Town Code in reference to private roads vs. public roads for a planned residential development.

TOWN COUNCIL WORKSHOP MEETING MINUTES OF MARCH 9, 2023

Council Member Caranci suggested that a cost/benefit analysis by the Town Planner would be prudent prior to proceeding to determine the potential tax revenue and costs to the taxpayers of the town. The time gap between development and tax revenue being received was discussed.

Mayor Foy noted that if the units were to be built in unincorporated Palm Beach County in compliance with the workforce housing codes, it could have a negative affect on the price point and actually increase the price of the majority of the homes, making them more unaffordable. He was encouraged by the discussions. Council Member Withington also voiced encouragement by the discussions.

At the conclusion of the discussion, there was no clear understanding as to whether the Council would be supportive of the annexation or not.

2. Update from Town Engineer on Drainage & Traffic Calming Projects

Town Engineer McLeod provided an update on the drainage and traffic calming projects that will be funded with the federal ARPA grant. He noted that the Town could piggyback on Palm Beach County's contract with Wynn & Sons to complete both projects. He indicated that the traffic calming project is estimated at \$91,000 which is over the \$30,000 amount budgeted. Mayor Foy noted that when we had originally budgeted for the project, the speed tables were in the \$5,000 range; however, due to drastic price increases of construction, they are now running in the \$15,000 range. Mr. McLeod noted that the thermoplastic striping makes up the majority of the cost, along with the signage. Discussion ensued regarding small vs. medium speed humps, and the Council asked Mr. McLeod to provide a cost comparison for both at the next meeting.

Town Engineer McLeod explained the drainage project to upgrade the aging metal culverts in the Woodland neighborhood. Discussion ensued regarding the details of the project and Mr. McLeod stated he would like Wynn & Sons to complete the Woodland project. He stated that survey work needs to be completed for the drainage project on Club Road West to address the history of standing water in that location. The survey work will cost approximately \$5,200. The third drainage project on Tall Pines Road involves replacing the outfall and installing valley gutter. Survey work will be needed for this project as well in the amount of \$16,000. Discussion ensued regarding the details of the project.

The street lighting project was discussed, and Council Member Caranci stated that he would be marking the existing street lighting on the town map and bring it back to the Council to discuss where additional street lighting is needed.

3. Town Attorney Report Regarding Request from Crown Castle to Increase Antenna Capacity on the Cell Tower

Town Attorney Foster reported that Crown Castle has requested an increase in antenna capacity on the cell tower. There is currently a capacity limit in the second amendment of the cell tower lease agreement, and where the technology has evolved and equipment is becoming smaller, we may be able to increase capacity. Town Attorney Foster noted that staff asked Crown Castle to provide the elevation of the tower and show where the antennas would be located, including the new Verizon antennas. Town Administrator Stevens stated that the current limit is 9 antennas and the request is to increase capacity to 12 antennas for AT&T, and also place the Verizon antennas on the tower. Council Member Johnson asked what the benefit would be to increase capacity and Town Attorney Foster responded that the benefit would be increased coverage and service for the residents of the Town. Town Attorney Foster stated that staff also requested a guarantee of rent payments until 2030 if the Council decides to amend the lease agreement to increase capacity, and Crown Castle seemed open to that discussion. Upon discussion by the Council, aesthetics was

TOWN COUNCIL WORKSHOP MEETING MINUTES OF MARCH 9, 2023

an important variable. The elevations showing the location of the antennas will be provided by Crown Castle and reviewed at the next meeting.

STAFF REPORTS

- A. Town Administrator Stevens distributed the International Property Maintenance Code (IPMC) for the Council to review prior to the next meeting.
- B. Town Administrator Stevens mentioned that the Town was served with an appeal for a code enforcement case involving a noise violation, and a claim was submitted to the insurance company to provide defense counsel in this case. Discussion ensued regarding the details of the case.
- C. Town Administrator Stevens stated that Palm Beach County Fire/Rescue has requested the use of the Town Seal on the Department's Annual Report, and the Town Council is the deciding authority on that request. Discussion ensued and there was a consensus of the Council to grant permission for the use of the Town Seal for the specific purpose of placing it on the Palm Beach County Fire/Rescue Annual Report.

Vice Mayor Gordon stated that he would not be available to attend the upcoming Homeless Coalition's Mayor's Ball.

ADJOURNMENT

There being no further business to come before the Town Council, the meeting adjourned at 7:46 p.m.

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

Approved: _____

Tracey L. Stevens, Town Administrator


Jay C. Foy, Mayor

SIGN IN SHEET

**TOWN OF HAVERHILL
TOWN COUNCIL WORKSHOP
Thursday, March 9, 2023
6:30pm**

[illegible]