

**TOWN OF HAVERHILL
TOWN COUNCIL REGULAR MEETING
THURSDAY, OCTOBER 26, 2023
6:00 P.M.
OFFICIAL MINUTES**

The regular monthly meeting of the Haverhill Town Council was held on Thursday, October 26, 2023, at the Town Hall, 4585 Charlotte Street, Haverhill, FL.

CALL TO ORDER

Mayor Foy called the meeting to order at 6:00 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, and Council Member Dennis Withington. Council Member Teresa Johnson was absent with notice. Town Staff present included Town Attorney Lance Fuchs and Town Administrator Tracey Stevens. With a quorum present in the Council Chambers, the meeting proceeded.

COMMENTS FROM THE PUBLIC

There were no comments provided by the public at this time.

APPROVAL OF THE AGENDA

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

Council Member Withington moved to approve the agenda as submitted; seconded by Vice Mayor Gordon. Motion carried 4-0.

APPROVAL OF THE CONSENT AGENDA

1. Approval of the Minutes of the October 12, 2023, Special Meeting
2. Approval of Employee Health Insurance Renewal with Florida Blue for 2024

Council Member Caranci moved to approve the consent agenda as submitted; seconded by Council Member Withington. Motion carried 4-0.

PROCLAMATIONS AND PRESENTATIONS

There were no proclamations or presentations scheduled.

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

There were no comments provided by the Palm Beach County Sheriff's Office.

COMMENTS FROM PALM BEACH COUNTY FIRE RESCUE

Acting District Fire Chief Craig Spiegelhalter introduced himself as the person filling in for District Fire Chief Tracey Adams, and he reported on the statistics for the past two months which included 9 EMS calls, 4 motor vehicle accidents, 2 fire alarms, and 1 hazardous situation for a downed power line. The average response time is 5.35. He also spoke about the new rescue unit at station 33 and the availability of whole blood at the scene of calls in our area. A new helicopter was just placed in service, and another will be placed in service by early next year. He also noted that the County will be receiving \$8M in safer grant money to increase staffing on the ladder trucks.

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PUBLIC HEARINGS & ORDINANCE READINGS

There were no public hearings or ordinance readings.

REGULAR AGENDA

3. **Resolution No. 2023-08: A Resolution Adopted by the Town Council of the Town of Haverhill, Florida, Designating the Date, Time and Place for Filing for the Offices of Town Council Seats 1 and 2 Prior to the Municipal Election to be Held Tuesday, March 19, 2024; Appointing an Election Canvassing Board for Precinct Number 2901; and Providing for an Effective Date.**

Town Attorney Fuchs read Resolution No. 2023-08 by title only, and Town Administrator Stevens provided the background information, noting that the Palm Beach County Supervisor of Elections (PBCSOE) is still working on the election agreement between the Town and PBCSOE, which should be forthcoming in the next month or so.

Mayor Foy called for public comments, and there were none.

Vice Mayor Gordon moved to adopt Resolution No. 2023-08; seconded by Council Member Withington. Motion carried 4-0.

4. **Selection of Contractor for the Paving Project at Town Hall Utilizing Infrastructure Surtax Funds as Recommended by the Infrastructure Surtax Citizens' Oversight Committee**

Town Administrator Stevens stated that staff recommends the lowest proposal of \$9,500 by All American Asphalt and hiring Brown & Phillips to complete the survey in the amount of \$3,168.

Council Member Caranci moved to approve selection of contractor as recommended by the staff report and to authorize the survey from Brown & Phillips; seconded by Council Member Withington. Motion carried 4-0.

REPORTS

5. **Town Attorney**

Town Attorney Fuchs did not have anything to report.

6. **Mayor**

Mayor Foy reported that he submitted the map of streetlights that need maintenance to the Town Administrator, and encouraged his fellow Council Members to report any others that they know of that need maintenance. Council Member Caranci asked Town Administrator Stevens to print out an 11x17 map of the Town so he can mark any other lights that need maintenance. Town Administrator Stevens stated that she would like to place an item on the next agenda to discuss the new street light installations.

Mayor Foy stated that the District 2 & 3 meeting will be held next week and he plans to attend.

7. **Town Administrator**

Town Administrator Stevens reported that Management is recommending that Town Hall close at Noon on the Wednesday prior to Thanksgiving, allowing staff ample time to travel for the holiday. **There was Council consensus to close Town Hall at Noon on Wednesday, November 22, 2023.**

Town Administrator Stevens asked to set the date for the annual Mayor's luncheon. **There was Council consensus to set the date for the annual Mayor's luncheon on December 5, 2023.**

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Town Administrator Stevens asked to set the date for the annual Mayor's luncheon. **There was Council consensus to set the date for the annual Mayor's luncheon on December 5, 2023.**

Town Administrator Stevens reported that she has begun gathering numbers for the replacement of the Building Official, and preliminary research shows that we can stay within budgeted amounts and hire a company that can provide Building Official services, inspections, and zoning review as a package.

Town Administrator Stevens stated that staff has been working on gathering quotes to reconfigure the ballfield into an area for town events. The costs are as follows: demolition and repairing fence areas and bathrooms is \$21,500; landscaping and irrigation is \$60,000; and a screen room around the pavilion is \$21,000. The company that provided quotes will provide all services. Discussion ensued regarding how much money is available between ARPA and Infrastructure Surtax funds, and ideas on how to reduce the cost of the landscaping quote. **There was Council consensus to move forward with the demolition and repair project, not to move forward with the screen enclosure, and to receive additional quotes for landscaping.**

Town Administrator Stevens reported on the Infrastructure Surtax vs. Transportation Surtax, and there was no interest by the Council to adopt a resolution at this time. She also reported that she received three Notice of Proposed Zoning Applications from the County. **There was Council consensus to send the standard letter regarding the application for Al Packer Fleet Services on the corner of Military Trail and Elmhurst.**

Town Administrator Stevens requested that the day for residents to place vegetation at the curb be extended so Public Works has additional time to mow the rights-of-way. Discussion ensued and **there was Council consensus to change the day from Thursday at 4:00 p.m. to Friday at 4:00 p.m. A Resolution to that effect will be forthcoming.**

8. Treasurer

The preliminary Treasurer's Report was presented for September 2023. Town Administrator Stevens noted that this is only a preliminary report for September, as the year-end adjustments have not been made yet. A final report will be forthcoming.

9. Committee Delegates

Vice Mayor Gordon reported that he and Town Administrator Stevens attended the PBCLOC meeting in Westlake. He stated that Westlake is encouraging a green community and is designing the town for residents to be able to travel by golf cart. He also reported that he attended the Criminal Justice Commission Meeting and the priorities of the Commission are to increase affordable housing, ensure access to behavioral health services county-wide, strengthen coordination for release, infuse and engage community and promote awareness, and explore living opportunities with those with sex offenses.

Mayor Foy noted that NPDES reports are due.

Town Administrator Stevens reported that she attended the Issue Forum sub-committee meeting regarding street lighting and the goal of the sub-committee is to work with the County on changes to its policy regarding street lighting along all portions of County roads. In addition, the goal is to work more collaboratively on County and Municipal road projects.

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UNFINISHED BUSINESS

Council Member Caranci asked for an update on FPL helping with the AT&T pole issue, and Town Administrator Stevens stated that Mr. Kaufer was going to reach out to his contact at AT&T. Council Member Caranci requested that Mr. Kaufer meet with him at the site, and Town Administrator Stevens stated that Mr. Kaufer was reluctant to do so since it is an AT&T pole; however, she will reach out to him again to see if he would do so.

Council Member Caranci stated that Lee Hines put a ticket in regarding the vegetation that was touching the wires, and when FPL came out to assess, they didn't classify it as needing attention, and then the breaker blew a couple of days later. Town Administrator Stevens stated she would bring this to the attention of Mr. Kaufer.

Council Member Caranci stated that striping was not added to the traffic calming plan on Paloverde as requested, and Town Administrator Stevens stated she would contact Mr. Kim regarding that and the placement of the speed humps on Ponderosa and Mimosa.

NEW BUSINESS

There was no new business to come before the Council at this time.

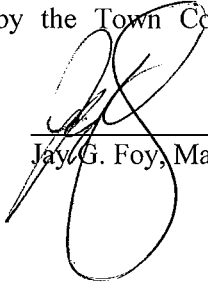
ADJOURNMENT

There being no further business to come before the Town Council, the meeting was adjourned at 6:53 p.m.

Minutes prepared by Town Administrator Stevens and adopted by the Town Council on November 9, 2023.

Approved: _____

Tracey L. Stevens, Town Administrator


Jay G. Foy, Mayor

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