

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 (AMENDED)  
December 14, 2023**

**Public comment will be received via e-mail ([tstevens@townofhaverhill-fl.gov](mailto:tstevens@townofhaverhill-fl.gov)) up until noon on December 14, 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, DECEMBER 14, 2023  
6:00 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 November 9, 2023, Regular Meeting
2. Adopt Town Council Meeting Calendar and Holiday Closings Schedule for 2024
3. Ratify Agreement for Paving with All American Asphalt, LLC in the amount of \$9,500 for the paving of a portion of the Town Hall parking lot
4. Approval of Release of Code Enforcement Lien for 5390 Stratford Road

**PRESENTATIONS & PROCLAMATIONS**

**COMMENTS FROM PALM BEACH COUNTY SHERIFF'S OFFICE**

**COMMENTS FROM PALM BEACH COUNTY FIRE RESCUE**

**PUBLIC HEARINGS & ORDINANCE READINGS**

5. First Reading and Adoption of Ordinance No. 521 – An Ordinance of the Town Council of the Town of Haverhill, Palm Beach County, Florida, Amending Section 58-584 of Division 14, Property Maintenance Standards, of Article IX, Supplemental District Regulations, of Chapter 58, Zoning, To Clarify that Maintenance of Sanitary Facilities Includes Septic Systems and Wells and Requiring that Such Systems be Maintained in Accordance With All Applicable Health Regulations and that a Private Provider Issue a Report Identifying Any Problems and Remedial Action, if Necessary; Requiring All Rental Dwelling Units Have the Septic and/or Well System Inspected as Part of its Licensing Procedure; 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**

6. Approval of Agreement for Building & Zoning Official and Inspection Services with Nova Engineering and Environmental, LLC
7. Resolution No. 2023-11 – A Resolution of the Town Council of the Town of Haverhill, Florida Recognizing and Honoring Bill Denison for His Years of Dedicated Service as the Building Official for the Town of Haverhill

8. Resolution No. 2023-12 – A Resolution Designating the Two Candidates Who Have Officially Qualified for the Office of Haverhill Town Council; Finding and Declaring that the Two Qualified Candidates are Unopposed for the Two Available Town Council Seats; Finding and Declaring that Pursuant to the Haverhill Charter, the Haverhill Code of Ordinances and General Law that Such Two Qualified and Unopposed Candidates Have Become Council Members Elect and Shall Take Office as Town Council Members on March 19, 2024; Declaring that the Town of Haverhill Municipal Election Scheduled for March 19, 2024 is Hereby Canceled Since there are No Other Election Contests or Ballot Measures to be Presented to the Electorate at Such Election; and Providing for an Effective Date
9. Adopt Schedule of Fees for Code Enforcement Citations
10. Discussion Regarding Change Order for Ballfield Reconfiguration Project

## **REPORTS**

11. Town Attorney
12. Mayor
13. Town Administrator
14. Treasurer's Report
15. Committee Delegates

## **UNFINISHED BUSINESS**

## **NEW BUSINESS**

## **ADJOURNMENT**