

**TOWN OF HAVERHILL
TOWN COUNCIL REGULAR MEETING
THURSDAY, MARCH 27, 2025
6:00 P.M.
OFFICIAL MINUTES**

The regular monthly meeting of the Haverhill Town Council was held on Thursday, March 27, 2025, 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 Foy, Vice Mayor Lawrence Gordon, Council Member Ray Caranci, Council Member Teresa Johnson, and Council Member Dennis Withington (via teleconference). Town Staff present included Town Attorney John Foster and Town Administrator Tracey Stevens. With a quorum present in the Council Chambers, the meeting proceeded.

COMMENTS FROM THE PUBLIC

There were no public comments offered at this time.

APPROVAL OF THE AGENDA

Mayor Foy inquired if there were any additions, deletions, or modifications to the agenda, and Town Administrator Stevens requested to add the following items to the agenda:

- a. Tall Pines Drainage Project Update by the Town Engineer's Office
- b. PBC-BEO Sponsorship Request

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

TOWN COUNCIL REORGANIZATION & SWEARING IN CEREMONY

- A. Swearing in of Council Members – None
- B. Selection of Mayor & Vice Mayor for the Ensuing Year

Mayor Foy opened the nominations for Mayor. Council Member Johnson nominated Council Member Johnson. Vice Mayor Gordon nominated Mayor Foy. Mayor Foy called for the vote on the nomination of Council Member Johnson for Mayor, and the vote was 1-4. Mayor Foy called for the vote on the nomination of Mayor Foy for Mayor, and the vote was 4-1.

Mayor Foy opened the nominations for Vice Mayor. Council Member Johnson nominated Council Member Johnson. Mayor Foy nominated Vice Mayor Gordon. Mayor Foy called for the vote on the nomination of Council Member Johnson for Vice Mayor, and the vote was 1-4. Mayor Foy called for the vote on the nomination of Vice Mayor Gordon for Vice Mayor, and the vote was 4-1.

Council Member Johnson voiced her displeasure and disappointment with the Council voting for the same Council Members for Mayor and Vice Mayor year after year since the time she was elected in 2021. She stated that by its vote, the Council believes there are only two members who have the skills and experience to lead the Council and represent the Town in those positions, and that change is not necessary. She opined that the Council has no interest in considering the opportunity to embrace fairness, forward thinking, and the skills, talents and experiences that

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each member brings to the Council. She feels that her experience qualifies her to serve in the Mayor or Vice Mayor position.

Mayor Foy called for a motion to receive and file Council Member Johnson's written statement, and Vice Mayor Gordon made the motion to receive and file. There was no second to the motion. The motion failed for lack of a second.

APPROVAL OF THE CONSENT AGENDA

1. Approval of the Minutes of the February 27, 2025, Regular Meeting
2. Authorize the Town Administrator to Execute a Three-Year Extension of Contract with Thompson Consulting Services to Provide Disaster Debris Management and Support Services, Subject to Legal Sufficiency Approval by the Town Attorney
3. Authorize the Town Administrator to Execute a Three-Year Extension of Contracts with Ashbritt, Inc., Crowder Gulf Joint Venture, Phillips and Jordan, Inc. and DRC Emergency Services, LLC to Provide Disaster Debris Removal, Reduction and Disposal Services, Subject to Legal Sufficiency Approval by the Town Attorney
4. Adoption of Proclamation: "Let's Move Palm Beach County", Sponsored by Council Member Johnson

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

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

Deputy Schnell reported on the statistics for the last 30 days which included 188 traffic stops, 234 business & residence checks, 3 hit and runs, 4 vehicle accidents, 2 noise complaints on Dorchester Mews with loud music coming from Luwal Drive, and 2 stolen vehicle recoveries.

COMMENTS FROM PALM BEACH COUNTY FIRE RESCUE

District Fire Chief Martinez reported on the statistics for February which included 17 calls including 4 vehicle accidents, 12 medical calls, and 1 fire. The average response time was 6.51. He reported that 36 firefighters graduated from the fire academy this month with all being certified as paramedics. The next recruit class will begin March 30th.

PROCLAMATIONS AND PRESENTATIONS

5. a. Commission on Ethics Annual Update by Rhonda Giger

Rhonda Giger of the Palm Beach County Commission on Ethics gave an annual update and reminded the Council and those in attendance that the Commission exists and are available to answer any questions. She noted that the Commission on Ethics goal is to increase public trust and transparency in government. She reviewed the training process for local government officials and distributed printed materials regarding the code of ethics. Town Administrator Stevens confirmed that each elected official is required to attend the state-mandated four-hour ethics training each year and attend the one-hour Palm Beach County ethics training every three years.

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- b. Tall Pines Drainage Project Update by the Town Engineer's Office

Aaron Cutler of McLeod, McCarthy & Associates updated the Council on the Tall Pines stormwater drainage project and shared a presentation regarding the specifics of the project. He noted that the project will be completed soon. Council Member Caranci asked about the steep grading near 5309 Toronto Road, and Town Administrator Stevens stated the Engineer is aware that a change needs to be made to add a retaining wall and is working with the contractor on a change order.

PUBLIC HEARINGS & ORDINANCE READINGS

There were no public hearings or ordinance readings on the agenda.

REGULAR AGENDA

6. Act on Request by the Owners of 536 & 550 Tall Pines Rd for a Driveway Variation Pursuant to Town Code Section 53-319 (i).

Town Administrator Stevens reported that the owners of 536 & 550 Tall Pines Rd appeared before the Council several months ago to request a variation to install a shared driveway. With a shared driveway, the side setbacks would be impossible to maintain, so the owners are requesting a variation from the Town Council. During discussion at the last meeting, the Council asked for several items to be addressed. The owners of the property hired an Engineer to address the concerns of the Council and they met with Town Staff several times to address the comments made at the Town Council meeting. Town Engineer McLeod reviewed the latest submittal by DKK Consulting and his letter of recommendation was submitted in the Council packages for the Council's review. If the Council approves the variation request, staff recommends placing a condition to ensure an easement is dedicated and recorded prior to the building permit being closed out.

Aaron Cutler of McLeod McCarthy & Associates, the Town Engineering firm, answered questions of the Council related to the width and slope of the proposed shared driveway.

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

Vice Mayor Gordon moved to approve the request for a variation with the condition that an easement be dedicated and recorded prior to the building permit being closed out; seconded by Council Member Johnson. Motion carried 4-1 (Council Member Caranci dissenting).

7. Review Request by Meritage Homes and WGI to Amend the Town's Land Development Code in Reference to the Merrimack Towns Development

Brian Seymour, Attorney for Meritage Homes, presented information to the Council regarding a proposed text amendment to allow for 20' interior townhome units in the PBI overlay, a decrease from 22' interior units allowed by code, and 8-unit townhome buildings, an increase from 6-unit townhome buildings currently allowed by code in the PBI overlay. They would also like the driveway and garage sections clarified to eliminate a conflict in the code, as a driveway for a townhome unit is different than a driveway for a single-family home, and most townhomes have one-car garages. He noted the text amendment would make the Town's code consistent with what other jurisdictions allow, and the decrease to 20' units would decrease the price to the purchaser by around \$20,000.

Town Administrator Stevens mentioned that the Council is not voting on the text amendments at this time, but rather just consenting to a concept so the developer may move forward with its site plan application.

The Council discussed the importance of maximizing parking spaces, pervious area, and landscaping on the site. Jerrod Purser of WGI mentioned that they are exceeding the parking requirements in the current proposed site plan and stated that staff brought the parking and garage discrepancies to their attention during the initial review of the project and suggested the applicant bring forward a text amendment to clarify the language for townhomes. Town Administrator Stevens confirmed that information and noted it is in the Town Planner's report that was submitted in the Council packages.

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Council Member Caranci asked if this project had to follow the planned unit development (PUD) requirements, and Town Administrator Stevens stated that this project is not a PUD.

Council Member Johnson asked what the square footage of the units will be and Mike D'Amelio of Meritage Homes stated that the units will be from 1,400 to 1,800 square feet. Town Administrator Stevens stated that the townhome development currently under construction at Newberry Court has 1,600 square foot units.

Vice Mayor Gordon asked what the expected price point of the units would be, and Mike D'Amelio stated he expects the units to be priced in the low \$400,000 range, depending on future market conditions.

Mayor Foy stated he does not prefer going down to 20' units, and Mr. Seymour stated 20' units are the standard that Meritage Homes builds, which are still larger than the 16' required in Palm Beach County, West Palm Beach and Wellington. He mentioned building at 22' would remove some of the green space on the site and increase the cost of the units.

Vice Mayor Gordon stated that the Council should do everything they can, within reason, to supply much needed housing units in the county so the workforce has an affordable place to live.

Council Member Johnson stated she prefers that adequate square footage be provided for families to live comfortably.

Town Attorney Foster stated that the proposed text amendments would only apply in the PBI overlay area and would not be applicable to other areas in the town. He stated that the Council could also consider allowing the changes only for properties over a certain acreage.

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

Mayor Foy asked if the Council could tour one of the 20' units Meritage has built recently, and Mike D'Amelio stated he would follow up with staff.

8. Adoption of Solid Waste Contract Extension Agreement with Waste Pro

Town Administrator Stevens reported that the Town's solid waste contract with Waste Pro expires on September 30, 2025. In accordance with Town Code Section 2-66(e), the Town may extend the contract for an additional three years without going back out to bid if the Town finds that the contractor has provided service to the Town in a superior and exemplary fashion. In negotiations with Waste Pro, they have agreed to lower the price cap from 5% to 3%; commit to utilizing Waste Pro employees and vehicles as opposed to sub-contractors to enhance the service delivery to the town even further; and change from pickups three times per week to two times per week on Tuesday and Friday, eliminating the Wednesday vegetation pickup. The schedule will be as follows: Tuesday = Household Garbage/Trash, Recycling and Vegetation; and Friday = Household Garbage/Trash and Bulk.

Council Member Caranci asked for clarification regarding fence materials being picked up on bulk pickup days. Chris Schulle of Waste Pro stated that the contractor usually hauls away fence materials, and if a homeowner replaces a fence themselves, it would be a special pickup as the grapple truck needs to be utilized to pick up fence material that has nails sticking out of it that could be a danger to the Waste Pro employees picking it up. Town Administrator Stevens stated that a special pickup needs to be paid by the homeowner, and Mr. Schulle stated it is charged by

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the cubic yard. Council Member Withington asked about the cost and Mr. Schulle confirmed it would be \$9.00 per cubic yard for a special pickup.

Council Member Johnson asked about the timing of the change in pickup days and wanted to ensure we had adequate time to advertise the change to residents. Town Administrator Stevens confirmed the change will go into effect on October 1, 2025, and there would be adequate time to advertise in the newsletter, and Waste Pro would be mailing separate flyers as well.

Mayor Foy asked if we needed to change our ordinance regarding the timing for placing items at the curb, and Town Administrator Stevens stated the Council has the authority to make changes by resolution.

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

Council Member Caranci moved to approve the solid waste contract extension with Waste Pro as submitted; seconded by Council Member Johnson. Motion carried 5-0.

9. Act on Request by DISH Wireless to Amend its Lease Area in the Cell Tower Compound
Town Administrator Stevens stated that DISH Wireless is requesting an amendment to its lease area within the Town's cell tower compound in order to meet building code for the installation of its generator. The generator location that was initially proposed does not meet building code, as the exhaust would be too close to the openings in the Town's garage building. The proposed ground lease area would remain at 80 square feet, but it would be split into two areas with one being 50 square feet and the other being 30 square feet in a separate location within the compound. The generator location would be moved to the central area of the compound as shown in the diagram that was submitted. Staff is still working to determine that the proposed lease areas do not conflict with the other carrier's leases. In the interest of time, staff recommends that the Council approve amending the lease area, with the condition that the final lease area be determined by staff. Staff recommends authorizing the Mayor to sign the amended lease documents once staff finalizes the amended lease area.

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

Council Member Johnson moved to accept the recommendations by staff; seconded by Vice Mayor Gordon. Motion carried 5-0.

10. Resolution No. 2025-04: Adoption of Amendments to the Purchasing Policy & Procedures

Town Attorney Foster read Resolution No. 2025-04 by title into the record.

Town Administrator Stevens stated that the Town adopted a Purchasing Policy and Procedures last year and the following amendments are being proposed: 1. Addressing multi-year cumulative totals; and 2. Adding that the Assistant Town Clerk will be in possession of a credit card to attend training sessions and order supplies for the Town. She noted that addressing the language regarding multi-year cumulative totals could save the town money in the long run as it would no longer need to spend the money to rebid a contract every three years.

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

Council Member Caranci moved to adopt Resolution No. 2025-04; seconded by Vice Mayor Gordon. Motion carried 5-0.

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11. A. Act on Date Change for First Budget Hearing in September

Town Administrator Stevens stated there was a scheduling conflict for the first public hearing on the budget in September and asked the Council to change the date to Monday, September 8, 2025, which would still align with the State TRIM guidelines.

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

There was consensus of the Council to hold the first public hearing on the budget on Monday, September 8, 2025 at 6:00 PM.

B. PBC-BEO Sponsorship Request

Town Administrator Stevens stated that Council Member Johnson, who serves on the PBC-BEO Scholarship Committee, requested that the Town continue its valuable partnership with the PBC-BEO by sponsoring its scholarship luncheon again this year. Their 2025 goal is to provide at least thirty (30) scholarships to deserving students of Palm Beach County.

Mayor Foy stated his general position is not to spend taxpayer money for sponsorships; however, he may be willing to vote in favor.

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

Council Member Johnson moved to submit a full-page advertisement at the cost of \$500; seconded by Vice Mayor Gordon. Motion carried 5-0.

REPORTS

12. Town Attorney

Town Attorney Foster reported on the proposed legislation regarding accessory dwelling units, noting that a committee amendment was filed eliminating the requirement that the homeowner live on the property which becomes problematic. He also reported that the proposed changes to the Live Local Act would mean that anything could be built in any zoning district without the Town's oversight and regulation. He reported that the proposed amendments to the sovereign immunity caps to millions of dollars could also cripple small municipalities.

13. Mayor

Mayor Foy stated he attended the PBCLOC District II/III luncheon and the County Administrator's resignation was discussed. He stated that a Commissioner from Greenacres also mentioned she attended a business forum and learned that the forum did not want elected official representation on the committee. He asked Town Administrator Stevens to follow up with more details. He mentioned that the safety issues at Lantana Airport was also discussed, along with the expansion of JFK hospital in Atlantis. At the meeting, he brought to the attention of the members the fact that the County's five-year road program contains large projects that are buried within the miscellaneous line such as the bridge project on Belvedere Road. The proposed legislation regarding the elimination of property taxes was also discussed and how the revenue would be generated along with how special districts would be funded. He also mentioned that there are still seven to nine communities that have not submitted their NPDES report. Haverhill submitted its report on time.

14. Town Administrator

Town Administrator Stevens noted that her written monthly report was submitted in the Council packages and encouraged the Council to review the report with important information. She asked the Council for a consensus on the Town's economic development goals so she could share the

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goals at the next economic development forum with the Central County Alliance. Mayor Foy stated that since the Town wishes to keep Belvedere Road and Haverhill Road at four lanes, it should not allow any commercial buildings along those stretches of roadway. He stated that the only options are to allow higher densities along Military Trail, or annex property along Military Trail. He stated that past efforts to annex along Military Trail have all failed. Town Administrator Stevens stated that voluntary annexation may be an option if a developer purchases a property to operate a business. She also reminded Council that increasing the height may be an issue due to the Live Local Act allowing the height increase in one area to apply to other areas within a 1-mile radius. Council Member Caranci noted there are repercussions to surrounding properties when increasing the density and intensity of certain areas, and how zoning is created to prevent that. Council Member Johnson stated that development is good on its face as it brings housing and jobs, but when the values begin to rise, that's good for the developers and not good for the workforce and folks on a fixed income who need affordable housing, which creates a severe imbalance which will be hard to reverse. She mentioned land trust as an option, and Council Member Caranci stated that Florida's homesteaded properties are capped at 3% per year for tax purposes which is better than other states. After discussion concluded, the Council stated its economic development goal is to keep business expansion limited to Military Trail with a maximum of 2-stories.

Town Administrator Stevens gave an update on the generator replacement project, noting that the Town needs to hire an electrical engineer because the wiring coming into the building is not sufficient to operate the equipment and the grounding is bad. Due to that, several companies that came out to give us a quote decided not to submit until the wiring has been updated.

Town Administrator Stevens stated there was a death in her family and she would be taking bereavement leave next week to travel to Maine.

15. Treasurer

Town Administrator Stevens reported on the Treasurer's report for January & February 2025.

Council Member Caranci moved to receive and file the Treasurer's report for January and February 2025; seconded by Council Member Johnson. Motion carried 5-0.

16. Committee Delegates

Council Member Johnson stated that she is pleased to see the gate has been installed near the canal, and that the County received CDBG funds to install the lighting at the basketball courts at Haverhill Park. She stated she attended the Re-Entry Task Force meeting, and they will be increasing membership from 11 to 15. The Citizens Committee on Airport Noise met and the noise equipment will be installed by the end of the month. The temporary flight restrictions are in place when the POTUS is in Town. She thanked the Council for approving the sponsorship for the PBC-BEO, and thanked staff for hosting the movie in the park event. She stated it was a great community event and she hopes there are more events like that in the future.

Vice Mayor Gordon stated that he attended the FBC-LEO in Orlando, and it was well attended. He shared a quote from the keynote speaker. He stated that he attended the annual meeting of the Criminal Justice Commission, and they will be suggesting changes to the bylaws. They also discussed bail amounts and the race inequities and then went on a prison tour around the state which was an eye-opening experience. He gave details regarding the tour.

UNFINISHED BUSINESS

There was no unfinished business to come before the Council.

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NEW BUSINESS


There was no new business to come before the Council.

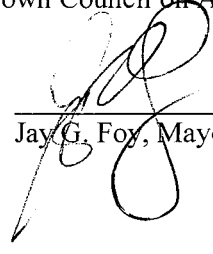
ADJOURNMENT

There being no further business to come before the Town Council, the meeting was adjourned at 7:00 p.m.

Minutes prepared by Town Administrator Stevens and adopted by the Town Council on April 24, 2025.

Approved: _____


Tracey L. Stevens, Town Administrator


Jay G. Foy, Mayor

SIGN IN SHEET

**TOWN OF HAVERHILL
REGULAR TOWN COUNCIL MEETING
Thursday, March 27, 2025
6:00pm**

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