

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
AUGUST 28, 2025
6:00 PM**

Public comment will be received via e-mail (tstevens@townofhaverhill-fl.gov) up until noon on August 28, 2025. Any public comments received via e-mail will be made part of the record of the meeting. Each person will be granted 3 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.

**PUBLIC HEARING NOTICES & BUSINESS IMPACT ESTIMATES, IF ANY, ARE POSTED
AND MAY BE VIEWED INSIDE TOWN HALL OR ON THE TOWN'S WEBSITE AT
WWW.TOWNOFHAVERHILL-FL.GOV**

Notice: If any person decides to appeal a 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, AUGUST 28, 2025
6:00 PM**

AGENDA

CALL TO ORDER

INVOCATION & 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 Regular Meeting of July 24, 2025
2. Approval of Florida Blue and United Healthcare Insurance Renewals for the fiscal year October 1, 2025, through September 30, 2026
3. Acceptance of the Infrastructure Surtax Committee Annual Report for FY24
4. Approval of Emergency Expenditure to Summit Air Conditioning, Inc. Not to Exceed \$8,000 to Repair Town Hall A/C Unit to be Funded Out of the Contingency Line Item in the Approved FY25 Budget

COMMENTS FROM PALM BEACH COUNTY SHERIFF'S OFFICE & PALM BEACH COUNTY FIRE RESCUE

PRESENTATIONS

5. Presentation Regarding T-Mobile Home Internet Underground Utility/Fiber Installation, by Tillman Fiber

PUBLIC HEARINGS & ORDINANCE READINGS

6. Second Reading and Adoption of Ordinance No. 536:
AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, AMENDING SECTION 58-257, SITE DEVELOPMENT STANDARDS FOR TOWNHOUSES AND ZERO LOT LINE HOMES, OF ARTICLE VII, PBI AIRPORT OVERLAY, OF CHAPTER 58, ZONING, OF THE CODE OF ORDINANCES OF THE TOWN OF HAVERHILL, TO CLARIFY THAT NO MORE THAN TWENTY PERCENT OF THE BUILDINGS IN A SINGLE DEVELOPMENT MAY HAVE UP TO EIGHT DWELLING UNITS PER BUILDING, ALLOW FOR LOT WIDTHS OF TWENTY FEET FOR DEVELOPMENTS IN THE PBI AIRPORT OVERLAY OF TEN ACRES OR MORE PROVIDED THAT THE COUNCIL DETERMINES THE REDUCTION IS MITIGATED BY OTHER FACTORS, CLARIFYING THAT THE LIMITATION OF IMPERVIOUS AREA DOES NOT APPLY TO DEVELOPMENT PURSUANT TO SECTION 58-257, AND REQUIRING LANDSCAPING TO BE AS PRESCRIBED BY THE COUNCIL AS PART OF THE SITE PLAN APPROVAL PROCESS; PROVIDING FOR SEVERABILITY AND REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CORRECTION OF SCRIVENERS' ERRORS; PROVIDING FOR CODIFICATION, AN EFFECTIVE DATE AND OTHER PURPOSES

7. First Reading of Ordinance No. 537 and Transmittal to Second Reading:
AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, AMENDING SECTIONS 54-2, 54-3 AND 54-4, OF CHAPTER 54, SUBDIVISIONS, PLATTING AND REQUIRED IMPROVEMENTS, OF THE CODE OF ORDINANCES OF THE TOWN OF HAVERHILL, BY AUTHORIZING THE TOWN ADMINISTRATOR TO RECEIVE, REVIEW, PROCESS AND APPROVE, APPROVE WITH CONDITIONS, OR DENY ANY PROPOSED PLAT RATHER THAN THE TOWN COUNCIL; REQUIRING THE TOWN ADMINISTRATOR TO NOTIFY ANY PLAT APPLICANT OF ANY MISSING DOCUMENTS OR INFORMATION NECESSARY TO PROCESS THE PLAT, AND THE APPLICABLE TIMEFRAMES FOR REVIEWING THE PLAT, WITHIN SEVEN (7) BUSINESS DAYS AFTER SUBMISSION; REQUIRING THE TOWN ADMINISTRATOR TO NOTIFY THE PLAT APPLICANT OF THE REASONS FOR DENYING ANY PLAT APPLICATION; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CORRECTION OF SCRIVENERS' ERRORS; PROVIDING FOR CODIFICATION, AN EFFECTIVE DATE AND OTHER PURPOSES.
8. First Reading of Ordinance No. 538 and Transmittal to Second Reading:
AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, AMENDING DIVISION 10, CONGREGATE LIVING FACILITIES, OF ARTICLE IX, SUPPLEMENTAL DISTRICT REGULATIONS, OF CHAPTER 58, ZONING, BY CREATING A NEW SECTION 58-492, CERTIFIED RECOVERY RESIDENCE, TO ESTABLISH PROCEDURES FOR THE REVIEW AND APPROVAL OF CERTIFIED RECOVERY RESIDENCES THAT INCLUDE A WRITTEN APPLICATION PROCESS FOR REQUESTING REASONABLE ACCOMMODATIONS FROM ANY LOCAL LAND USE REGULATION THAT SERVES TO PROHIBIT THE ESTABLISHMENT OF A CERTIFIED RECOVERY RESIDENCE AND THAT REQUIRE THE TOWN TO NOTIFY ANY APPLICANT OF WITHIN THIRTY (30) DAYS OF RECEIPT OF AN APPLICATION IF ADDITIONAL INFORMATION IS REQUIRED AND ALLOWING AN APPLICANT AT LEAST THIRTY (30) DAYS TO RESPOND; REQUIRING THE TOWN TO ISSUE A FINAL WRITTEN DETERMINATION WITHIN SIXTY (60) DAYS AFTER RECEIPT OF A COMPLETED APPLICATION OR THE REQUEST SHALL BE DEEMED APPROVED; ADDING A DEFINITION OF CERTIFIED RECOVERY RESIDENCE; PRESCRIBING THE MINIMUM INFORMATION TO BE CONTAINED WITHIN ANY APPLICATION; REQUIRING CONSISTENCY WITH THE FAIR HOUSING AMENDMENTS ACT OF 1988, 42 U.S.C. SS. 3601 ET. SEQ., AND TITLE II OF THE AMERICANS WITH DISABILITIES ACT, 42 U.S.C. SS 12131 ET SEQ.; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CORRECTION OF SCRIVENERS' ERRORS; PROVIDING FOR CODIFICATION, AN EFFECTIVE DATE AND OTHER PURPOSES.

REGULAR AGENDA

9. Final Approval of Site Plan Application Including Street Names for Merrimack Towns Development Submitted by Meritage Homes of Florida, Inc. on Behalf of the Owners of the Properties Located at 5383 Wallis Rd, 5373 Wallis Rd, 396 Hach Ln, 304 Hach Ln, and 467 54th Ave N
10. a. Resolution No. 2025-12: A Resolution of the Town Council of the Town of Haverhill, Palm Beach County, Florida, Adopting a Budget Amendment for the Fiscal Year Beginning October 1, 2024 and Ending September 30, 2025, and Providing for an Effective Date

b. Authorize Town Administrator Stevens to Expend the Funds Necessary to Complete the Emergency Repairs to Town Hall Due to Water Intrusion

11. FY25 Budget Discussion

12. Resolution No. 2025-10: A Resolution of the Town Council of the Town of Haverhill, Palm Beach County, Florida, Approving the Interlocal Agreement with Palm Beach County for the Collection of Impact Fees and Authorizing the Mayor to Sign the Agreement

13. Resolution No. 2025-11: A Resolution of the Town Council of the Town of Haverhill, Palm Beach County, Florida, Approving the Memorandum of Understanding with Solid Waste Authority of Palm Beach County

14. Discussion Regarding the Process of Septic to Sewer Conversion

REPORTS

15. Town Attorney

16. Mayor

17. Town Administrator

18. Treasurer's Report – July 2025

19. Committee Delegates

UNFINISHED BUSINESS

NEW BUSINESS

ADJOURNMENT