

**TOWN OF HAVERHILL
TOWN COUNCIL REGULAR MEETING
THURSDAY, OCTOBER 23, 2025
6:00 P.M.
OFFICIAL MINUTES**

The regular monthly meeting of the Haverhill Town Council was held on Thursday, October 23, 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

Deputy Town Clerk Wible 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. Town Staff present included Town Attorney John Foster, Deputy Town Clerk Jean Wible and Town Administrator Tracey Stevens (via telephone). With a quorum present in the Council Chambers, the meeting proceeded.

COMMENTS FROM THE PUBLIC

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

APPROVAL OF THE AGENDA

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

Council Member Johnson moved to approve the agenda as submitted; seconded by Council Member Withington. Motion carried 5-0.

APPROVAL OF THE CONSENT AGENDA

1. Approval of the Minutes of the Regular Meeting of September 25, 2025
2. Ratify Town Administrator's Approval of a Temporary Parking Permit for 1157 Palmetto
3. Approval of Agreement for I/T Services with Essential Net Solutions

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

PRESENTATIONS & INTERAGENCY REPORTS

4. Palm Beach County Sheriff's Office

Deputy Ekstrom reported on the statistics for the past 30 days which included 766 calls, with a majority being proactive patrolling. He noted that there were 275 traffic stops along Belvedere and Haverhill Roads and a few crashes in the intersections. He also reported that there was a vehicle burglary on Ontario Rd, and the "No Trespassing" signs at 7-Eleven need to be updated which he will handle.

5. Palm Beach County Fire Rescue

District Fire Chief Martinez reported on the statistics for September which included 24 calls, with 19 being medical calls and an average turnout time of 40 seconds. He also gave an update on Fire Department training, programs and services, including the Trunk-or-Treat event that the Department will be attending in Haverhill next week, another rescue unit added in our area which will provide more training opportunities, more availability and faster response times, and the Fire Ops 101 program that will be held at the facility off Southern and the Turnpike.

6. Tillman Fiber Presentation Regarding Fiber-Optic Network Installation

Sean Kio, Government Affairs Representative Tillman Fiber, presented a fiber-optic network installation project to the Council which will bring broadband communications capabilities to Haverhill. They are in the due diligence phase of the project now prior to submitting permit applications. He stated they are deploying in approximately 130 communities across the state with the goal of servicing around 1 million households throughout the state. They are planning to construct in the North section of the Town with the potential to service the entire town in future phases of the project. The construction will begin in approximately six months for a duration of around 8-10 months and will include boring underground and overhead work. Mr. Kio explained that there will be one fiber-optic pipe supplied by Tillman Fiber which several providers such as T-Fiber (T-Mobile) and others can tap into to compete to provide services to the community. He noted that challenges in other communities have included lack of utility data and strict permitting guidelines. Tillman will coordinate with the Town regarding the upcoming FPL underground work.

PUBLIC HEARINGS & ORDINANCE READINGS

None Scheduled

REGULAR AGENDA

7. Parking Waiver Request for 950 Woodland Ave

Town Administrator Stevens stated that the staff report was included in the meeting packages and invited the applicant to speak to the Council. She noted that the waiver for the camper that was granted by the Council has no end date. She mentioned that the section of code that was recently amended by the Council, Section 38-9, prohibits that number of recreational vehicles from being parked on that size lot which prompted the violation notice. She also noted that the vehicles are parked in the setbacks.

Crystal Smith of 950 Woodland Ave stated that she already has a waiver by the Council to park the camper in the side yard and is requesting a waiver for the trailer with ATV and UTV parked on it to remain in its current location in the side yard between the house and camper which has been parked there for years.

Town Attorney Foster stated that the approval of a waiver would cure the code violation. Discussion ensued regarding code language limiting the number of recreational vehicles on certain size lots and the configuration of Ms. Smith's recreational vehicles on her lot. Town Attorney Foster stated that in providing a waiver, the Council will need to determine that the storage will be consistent with the general character of the neighborhood and not be detrimental to the use, enjoyment or value of the surrounding properties. He cautioned the Council about approving open-ended waivers and suggested that if the Council were to consider a waiver, a time limit be provided for a specific recreational vehicle(s) for this specific homeowner and not include a potential tenant.

It was noted that there have been no neighbor complaints regarding this matter, and a letter of support from a neighbor was provided.

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

Council Member Caranci moved to approve a parking waiver for the current homeowners of 950 Woodland Ave for a period of one-year for the RV and the trailer holding a UTV and ATV in the specific location as depicted on the photos submitted; seconded by Council Member Withington. Motion carried 5-0.

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Mayor Foy re-opened the general public comment period at this time.

Dave McCarty of 1157 Palmetto Rd spoke to the Council regarding a code enforcement matter on his street. Town Administrator Stevens mentioned that she met with Mr. & Mrs. McCarty to address their concerns and noted that she would like to follow up with them after the meeting to work with them on amendments to the Town Code to address their concerns, as they have some good common sense ideas to help the residents.

Brian Smith, 1133 Palmetto Rd, spoke to the Council regarding the same issue as Mr. McCarty regarding the definition of stabilized surfaces.

- 8. Resolution No. 2025-17: A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, DESIGNATING THE DATE, TIME AND PLACE FOR FILING FOR THE OFFICES OF TOWN COUNCIL SEATS 3, 4 AND 5 PRIOR TO THE MUNICIPAL ELECTION TO BE HELD TUESDAY, MARCH 10, 2026; APPOINTING AN ELECTION CANVASSING BOARD FOR PRECINCT NUMBER 2901; AND PROVIDING FOR AN EFFECTIVE DATE.**

Town Attorney Foster read Resolution No. 2025-17 into the record by title only.

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

Council Member Johnson moved to adopt Resolution No. 2025-17; seconded by Council Member Caranci. Motion carried 5-0.

- 9. Resolution No. 2025-18: A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, APPROVING THE FLYING OF THE TOWN'S AMERICAN FLAG AT HALF MAST ONLY ON CERTAIN DAYS**

Town Attorney Foster read Resolution No. 2025-18 into the record by title only.

Town Attorney Foster stated that staff proposed this resolution in response to the Council's discussion regarding flying the flag at half-mast. This resolution will allow staff to fly the flags at half-mast on the uniform national dates that the American flag is flown at half mast such as Veteran's Day, Memorial Day, etc. and adds the death of certain public officials while in office such as Town Council Members, etc.

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

Council Member Withington moved to adopt Resolution No. 2025-18; seconded by Vice Mayor Gordon. Motion carried 5-0.

- 10. Letter of Support for Bristol Hospice Services Certificate of Need Application**

Mayor Foy noted that this item was discussed at the last meeting and the Council requested additional information regarding the type of company, etc.

Council Member Johnson stated that the Council wanted to know if Bristol Hospice Services is currently a non-profit organization, and she confirmed that it is. She stated that it provides end of life services both in-home and in facilities. She stated that there was a certificate of need issued which provides the opportunity for businesses that provide hospice to apply to provide those

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services. She stated there are only three hospice organizations that provide services in Palm Beach County and due to the population increase, there is an increased need for services.

Mayor Foy stated that he is not in favor of supporting one business over another and is not comfortable with the general principle. Council Member Withington agreed with Mayor Foy's statement.

Council Member Johnson moved to provide a letter of support to Bristol Hospice Services certificate of need application. Motion failed due to lack of a second.

11. Discussion Regarding Review of Private Roads Policy

Mayor Foy stated that he is bringing the topic of private roads to the Council to see if there is any appetite to discuss a policy on maintenance of private roads. He stated that the congregate living facility on Cheryl Road (a private road) that was approved due to state and federal preemptions, is causing damage to the private road and residents are asking for help to solve the problem. He stated that the Town cannot spend public funds on private roads unless the residents agree to give the town the right-of-way. He asked the Council if they would like to hold a workshop to discuss this matter and the Council agreed.

Town Attorney Foster provided information regarding private road maintenance laws and mentioned dedicated right-of-way easements as a possibility to solve the issues. He also mentioned special assessments for road maintenance and emergency powers related to road flooding, etc. He also stated that the property maintenance code can be utilized to require residents to maintain their private roads to ensure proper access for emergency vehicles.

There was consensus of the Council to schedule a workshop to discuss a policy on private roads and also discuss the parking code.

REPORTS

12. Town Attorney

Town Attorney Foster did not have a report.

13. Mayor

Mayor Foy reported that the discussions at PBCLOC District II/III meetings have centered on the invasion of home rule powers by the state along with parking issues. He also stated he hopes the residents are getting used to the new trash pickup days and noted it gives town staff an extra day to maintain the rights-of-ways. He stated he received a complaint from a resident regarding illegal dumping along Belvedere Road and noted that landscapers are taking advantage of the Town's leniency regarding vegetative pickup. He stated that a lot of this is happening in the evening and on weekends and asked the Council to report any potential illegal dumping they see and try to provide photos. Mayor Foy mentioned that he attended the vulnerability assessment public meeting where they provided exposure analysis results and he provided information regarding that meeting to the Council.

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.

15. Treasurer

Town Administrator Stevens reported that the Treasurer's report for September 2025 will be submitted once year-end closing entries are completed.

16. Committee Delegates

Council Member Johnson encouraged her fellow Council Members to participate in the Countywide transportation master plan survey. She reported that the Re-Entry Task Force is discussing dissolving the resolution that created the task force and creating advisory boards in place of the task force. The Task Force originally fell under the Criminal Justice Commission and is now under the County's Public Safety Division. Vice Mayor Gordon stated that there are also discussions happening regarding the status of the Criminal Justice Commission and its funding.

Council Member Johnson gave an update on the happenings of Leadership Palm Beach County, as well as the Airport Noise Committee regarding flight restrictions that went into effect near Mar-a-Lago. Affected residents may contact the noise abatement office.

Vice Mayor Gordon reported that the Impact Fee Committee will be resuming in January. He also reported that he and Town Administrator Stevens have been participating in the Countywide Transportation Master Planning discussions with the Central County Alliance. He noted that there has been much discussion regarding the Governor's desire to eliminate property taxes and the probability that it will be on the ballot next year without any discussion regarding how those funds will be replaced to fund much needed services, along with the elimination of local control. Council Member Caranci mentioned that the Town was able to lower its millage rate once again due to the fiscal responsibility of the Town Administrator, and it would be a shame to lose that local control.

Mayor Foy asked about the election qualifying dates and Town Administrator Stevens responded that qualifying for the open Town Council seats begins at Noon on November 11th and ends at Noon on November 25th. In response to a question from Mayor Foy, Town Administrator Stevens indicated that the qualifying dates moved up due to new statutes to ensure uniformed and overseas voters have enough time to receive and return their mail-in ballots.

UNFINISHED BUSINESS

There was no Unfinished Business to come before the Council at this time.

NEW BUSINESS

Council Member Caranci reported that he would be resigning as Town Council Member effective October 31, 2025, as he is moving out of state in the next phase of his retirement. The remaining Council Members will need to appoint a resident to fill his seat. He stated that it has been his pleasure to serve the community alongside his fellow Council Members. Council Members and staff thanked him for his service and wished him well.

ADJOURNMENT

There being no further business to come before the Town Council, the meeting was adjourned at 7:30 p.m.

Minutes prepared by Town Administrator Stevens and adopted by the Town Council on November 13, 2025.

Approved: _____

Tracey L. Stevens, Town Administrator

Jay G. Foy, Mayor

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