

**TOWN OF HAVERHILL
TOWN COUNCIL REGULAR MEETING
THURSDAY, NOVEMBER 13, 2025
6:00 P.M.
OFFICIAL MINUTES**

The regular monthly meeting of the Haverhill Town Council was held on Thursday, November 13, 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 Teresa Johnson, and Council Member Dennis Withington. 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

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 4-0.

APPROVAL OF THE CONSENT AGENDA

1. Approval of the Minutes of the Regular Meeting of October 23, 2025

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

PRESENTATIONS & INTERAGENCY REPORTS

2. Palm Beach County Sheriff's Office

Deputy Kalmus reported that property crimes and shoplifting statistics have been lower than usual in our area.

3. Palm Beach County Fire Rescue

No Report

PUBLIC HEARINGS & ORDINANCE READINGS

4. First Reading of Ordinance No. 538:

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, REASONABLE ACCOMMODATIONS, TO CODIFY THE TOWN'S EXISTING PROCESS AND PROCEDURES FOR PROCESSING REQUESTS FOR REASONABLE ACCOMMODATION IN HOUSING, INCLUDING SUCH REQUESTS FROM CERTIFIED RECOVERY RESIDENCES, AS REQUIRED BY FLORIDA STATUTE

SECTION 397.487; REQUIRING THE ISSUANCE OF A LICENSE TO OPERATE; DEFINING CERTIFIED RECOVERY RESIDENCE, REASONABLE ACCOMMODATION AND DISABILITY; ESTABLISHING PROCEDURES AND TIME LIMITATIONS FOR THE REVIEW AND APPROVAL OF A WRITTEN APPLICATION FOR REQUESTING A REASONABLE ACCOMMODATION; 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 SEVERABILITY; PROVIDING FOR CORRECTION OF SCRIVENERS' ERRORS; PROVIDING FOR CODIFICATION, AN EFFECTIVE DATE AND OTHER PURPOSES.

Town Attorney Foster read Ordinance No. 538 into the record by title only.

Town Attorney Foster noted that this ordinance is coming before the Council to comply with new state statutes. In response to questions from Council, he noted that sober homes and certified recovery residences are similar; however, a certified recovery residence has met specific standards for safety, support and structure, usually through certification with the National Alliance for Recovery Residences.

Town Administrator Stevens stated that she does not believe the Town currently has any sober homes or certified recovery residences in Haverhill.

Council Member Withington moved to approve Ordinance No. 538 on first reading and transmit to second reading; seconded by Vice Mayor Gordon. Motion carried 4-0.

REGULAR AGENDA

5. Resolution No. 2025-19: A Resolution of the Town Council of the Town of Haverhill, Florida, Adopting Budget Amendments for Fiscal Year 2024-2025

Town Attorney Foster read Resolution No. 2025-19 into the record by title only.

Town Administrator Stevens reported that budget amendments occur at the end of each fiscal year to ensure no line items in the budget are over-expended in order to meet government accounting and auditing standards. The budget amendments have a zero net effect on the general operating fund budget. Funds are moved from line items that were unexpended to line items that were over expended during the year to meet the operational needs of the town throughout the year.

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

Vice Mayor Gordon moved to adopt Resolution No. 2025-19; seconded by Council Member Johnson. Motion carried 4-0.

6. Accept Resignation of Council Member Caranci, Seat 2 & Discuss Process for Filling the Open Seat 2

Council Members expressed their appreciation to Council Member Caranci for his service to the Town. Mayor Foy asked Town Administrator Stevens to create a resolution for Council Member Caranci and asked his fellow Council Members if they would like to submit information to be included in the resolution.

Town Administrator Stevens described the process for filling the open seat on the Council, where the notices would be posted, and noted that the deadline for qualified residents to submit a letter of interest and resume would be December 4, 2025.

REGULAR TOWN COUNCIL MEETING MINUTES OF NOVEMBER 13, 2025

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

Council Member Withington moved to accept the resignation of Council Member Caranci; seconded by Vice Mayor Gordon. Motion carried 4-0.

REPORTS

7. Town Attorney

Town Attorney Foster reported that a Senate Bill he recently reviewed strips municipalities from home rule powers once again by limiting their ability to regulate agricultural equipment including lawn equipment and the hours of operation of such equipment.

8. Mayor

Mayor Foy did not have a report. He confirmed that he did not attend the Palm Beach County League of Cities District II/III meeting this month. He stated the previous PBCLOC meeting focused on parking, and Vice Mayor Gordon asked when the Town was going to hold a workshop on the parking ordinance. Town Administrator Stevens responded that the plan is to hold a workshop in January or February.

9. 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.

10. Treasurer

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

11. Committee Delegates

Council Member Johnson reported that the temporary flight restrictions around Mar-a-Lago was discussed at the last Citizens' Committee on Airport Noise meeting and there was a good showing from the public at that meeting. She also reported that Leadership Palm Beach County held its health and human services day yesterday. She thanked the Council for its support of her attendance in the program.

UNFINISHED BUSINESS

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

NEW BUSINESS

Mayor Foy reminded everyone that the annual Mayor's luncheon would be held on December 9th at 11:30 a.m.

ADJOURNMENT

There being no further business to come before the Town Council, the meeting was adjourned at 6:22 p.m.

Minutes prepared by Town Administrator Stevens and adopted by the Town Council on December 11, 2025.

Approved: _____

Tracey L. Stevens, Town Administrator

Jay G. Foy, Mayor