

**TOWNSHIP OF BYRAM**  
**TOWNSHIP COUNCIL MEETING**  
**NOVEMBER 17, 2025**  
**SPECIAL EXECUTIVE SESSION – 6:00 P.M.**  
**EXECUTIVE SESSION – 6:30 P.M.**  
**REGULAR SESSION – 7:30 P.M.**

**CALL MEETING TO ORDER** –Mayor Rubenstein called the meeting to order.

**OPEN PUBLIC MEETING STATEMENT**

This meeting is called pursuant to the provisions of the Open Public Meetings Act. Both adequate and electronic notice of the meeting has been provided, specifying the time and place. In addition, a copy of this notice is available to the public and is on file in the office of the Municipal Clerk, posted on the main door, the bulletin board of the Municipal Building, on the Township website at: [https://www.byramtwp.org/index.php/town\\_hall/township\\_council](https://www.byramtwp.org/index.php/town_hall/township_council), and has been forwarded to those persons requesting notice.

**ROLL CALL OF THE TOWNSHIP COUNCIL** –Councilwoman Franco, here; Councilman Gallagher, here; Councilman Proctor, here; Councilman Roseff, here; Mayor Rubenstein. Also present was Township Manager Joseph Sabatini, Township Attorney Tom Collins, and Municipal Clerk, Cynthia Church

**RESOLUTION FOR EXECUTIVE SESSION** – Motion by Councilwoman Franco, second by Councilman Proctor, to go into executive session and adopt the below resolution.

**RESOLUTION**

WHEREAS, the Open Public Meetings Act, P. L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

- A. Attorney Client Privilege Communication
  - General
  - Health Benefits Consultant Interview – Novo Connection - Anthony Somma
- b. Personnel

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Township of Byram, that the public shall be excluded from discussion of the following matters:

BE IT FURTHER RESOLVED that Minutes will be kept on file in the Municipal Clerk’s office, and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes shall be made public.

**BYRAM TOWNSHIP COUNCIL**

Certification: I certify that the Byram Township Council adopted the above resolution on November 17, 2025.

Cynthia Church, Municipal Clerk

	Councilwoman Franco	Councilman Gallagher	Councilman Proctor	Councilman Roseff	Mayor Rubenstein
Motion	x				
2nd			x		
Yes	x	x	x	x	x
No					
Abstain					
Absent					

**RETURN TO OPEN SESSION** - Motion by Councilwoman Franco, second by Councilman Proctor to return to open session at 7:34 p.m. All members were in favor. Motion Carried.

**FLAG SALUTE**

**APPROVAL OF AGENDA** – Motion by Councilwoman Franco, second by Councilman Proctor to approve the agenda

	Councilwoman Franco	Councilman Gallagher	Councilman Proctor	Councilman Roseff	Mayor Rubenstein
Motion	x				
2nd			x		
Yes	x	x	x	x	x
No					
Abstain					
Absent					

**TOWNSHIP MANAGER, MAYOR, AND COUNCIL REPORTS**

**Township Manager** – The next two council meetings will be held on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of the month. NJ Transportation Grant was received. NJNG to begin work on Lackawanna Drive on November 24<sup>th</sup>, will now delay to December 1<sup>st</sup>.

**Mayor Rubenstein** – November 8<sup>th</sup> went to the Sussex County Mayors breakfast. There was a discussion on healthcare costs and Open Space. Byram Township school had a Veterans Day ceremony.

**Councilwoman Franco** – November 11<sup>th</sup> was the Veterans Day Ceremony. November 10<sup>th</sup> was recreation committee meeting.

**Councilman Gallagher** – Board of Education Meeting is on Wednesday night.

**Councilman Proctor** – Planning Board meeting will be this Thursday.

**Councilman Roseff** – Nothing to Report

**PUBLIC PARTICIPATION I**

Motion by Councilwoman Franco, second by Councilman Proctor to open to the public. All members were in favor.  
No Comments.

Motion by Councilwoman Franco, second by Councilman Proctor to close to the public. All members were in favor.

**APPROVAL OF MINUTES**

November 5, 2025 Regular & Closed Session Meeting Minutes - Councilwoman Franco, second by Councilman Proctor to approve minutes.

	Councilwoman Franco	Councilman Gallagher	Councilman Proctor	Councilman Roseff	Mayor Rubenstein
Motion	x				
2nd			x		
Yes					
No					
Abstain					
Absent					

Councilman Roseff motioned to table the approval of the minutes to allow for an update.

He would like a line included in the minutes regarding the Veolia water system being independent and that supply of water would not degrade service for existing customers.

**CONSENT AGENDA** – All are considered to be routine by the Members of the Township Council and will be enacted on by one motion. There will be no separate discussion of these items unless a citizen or Council member requests in which event the item may be removed from the general order of business and considered in its normal sequence on the agenda.

- A. Resolution No. 190-2025 – 2025 Capital Budget Amendment Resolution
- B. Resolution No. 191-2025 – Final Acceptance of Leaf Dump Storage Building
- C. Resolution No. 192-2025 – Resolution Authorizing the Refund of Redemption Monies to Outside Lien Holder
- D. Resolution No. 193-2025 – Authorization to Execute Change Order No. 1 for Proposed Drainage Improvements to Belton Street – Net Increase \$22,752.50
- E. Resolution No. 194-2025 – Resolution Authorizing 100% Disabled Veteran Block 337.03, Lot 5 Refund of Taxes Paid for 4<sup>th</sup> Quarter 2025
- F. Resolution No. 195-2025 – Resolution Authorizing 100% Disabled Veteran Block 26, Lot 344 Refund of Taxes Paid for 4<sup>th</sup> Quarter 2025

	Councilwoman Franco	Councilman Gallagher	Councilman Proctor	Councilman Roseff	Mayor Rubenstein
Motion	x				
2nd			x		
Yes	x	x	x	x	x
No					
Abstain					
Absent					

**BILL LIST** – November 17, 2025 – Motion by Councilwoman Franco, second by Councilman Proctor to approve the bill list.

	Councilwoman Franco	Councilman Gallagher	Councilman Proctor	Councilman Roseff	Mayor Rubenstein
Motion	x				

2nd			x		
Yes	x	x	x	x	x
No					
Abstain					
Absent					

**ORDINANCE 1<sup>st</sup> Reading / Introduction**  
**AN ORDINANCE TO AUTHORIZE A CAPITAL EXPENDITURE FOR THE ACQUISITION OF PATROL RIFLES FOR USE BY THE POLICE DEPARTMENT OF THE TOWNSHIP TO PROVIDE FUNDING IN THE AMOUNT NOT TO EXCEED \$15,000.00**  
Purpose Statement: Acquisition of new patrol rifles for use by the Police Department of the Township.

	Councilwoman Franco	Councilman Gallagher	Councilman Proctor	Councilman Roseff	Mayor Rubenstein
Motion	x				
2nd			x		
Yes	x	x	x	x	x
No					
Abstain					
Absent					

BE IT RESOLVED, that said Ordinance shall be further considered for final passage at the meeting of the Township Council of the Township of Byram on October 7, 2025, at 7:30 p.m. at the Municipal Building, 10 Mansfield Drive, Byram Township, at which time and place all persons interested shall be given an opportunity to be heard.

**ITEMS FOR DISCUSSION**

**Radio Installation for Assistant Chief Vehicle** – Shawn Pond explained the issues that they have with the mobile radio, and the lack of service in particular areas of town. The assistant Chief was present and explained that he does not have the ability to speak with anyone other than the county. The Township Council authorized the installation of a radio for \$800 in the Assistance Chief vehicle. The council will reach out to the county to push an upgrade to their system.

**Budget – Insurance** - Mr. Sabatini presented the following information:

Byram Township is part of the State Health Benefits Program (SHBP), which approved a 36.2% rate increase for 2026—over 32% for medical costs and more than 62% for prescription drug premiums. (memo available on the Byram Township Website)

2026 Health Benefits Increase:

- The Group Health Insurance line item was updated for changes of census and State Health Benefits rate increases. The plan includes three new employees. Two employees in the police department. One to replace the Chief who is retiring January 1, 2026, and one to anticipate a retirement later in year 2026. Also, the plan is to hire a new employee in the Department of Public Works to replace an employee that resigned. This position was originally budgeted in the insurance line, but a new police officer was hired in 2025 to replace the Chief that retired March 1, 2025.
- Public Law 2011, Chapter 78 was effective June 28, 2011, that increased the share of health benefits coverage paid by public employees and retirees who receive employer paid health benefits. The percentage of employee contribution (derived from salary and type of coverage tables) is multiplied by the total premium due for each employee and deducted from base salary. The Group Insurance budget is less employee contributions.
- The Group Insurance budget includes medical insurance, prescription drugs, dental, Medicare reimbursements, payment for waiver of medical benefits, life insurance, and long-term disability which is assessed based on each employee’s salary.
- There are four active employees and three retirees that are waiving health benefits.
- The following table summarizes the cost of medical insurance, prescription drugs and dental benefits less employee contributions.

The Group Health Insurance Line is presented as an increase of \$625,543/42.73%.

- o This includes the following reductions:
  - \$220,000 to offset capital improvement costs
  - \$40,000 to offset waivers
  - \$23,000 to offset employee cost covered by UCC Trust
- o This includes the following additions:
  - \$25,000 for group life/disability insurance
  - \$5,000 Incentive program for OMNI/Liberty health plans.
  - \$2,500 HRA administration fee - A tax point is estimated at \$95,000. Based on a tax point, the Group Health Insurance line is estimated at an increase of 6.58% impact on property.

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Councilman Roseff - would like to pause on the purchase of new vehicles / equipment as well as making the Zoning Position part time to allow for internal savings in the budget. Possibly merge Zoning officer with Deputy Manager position.

Councilman Proctor – would like to see engagement from the council in the budget process and would like to form a subcommittee of the council to go over the budget with the Township Manager. He would like to look at creative solutions to help reduce increases.

Mr. Sabatini suggested a budget workshop as an entire council and the department heads to present their budgets.

Mr. Sabatini will put together a number analysis on road improvements that he will provide for the township council before the next meeting.

Mr. Sabatini will ask the Fire Chief and DPW Superintendent to attend the next meeting.

**CPF Grant (Community Project Funding grant) – through Governor Keans office**  
Mayor Rubenstein discussed the renovation of the current structure to the police department for approved funding for \$2.5 million. This is not a 100% grant. This is a 37% grant. The Township would receive \$1,237,500. The township would have to fund the remainder. The decision needs to be made by the next meeting on December 2, 2025. This would be about a \$3.5 million project.

Mayor Rubenstein will look for estimators.

**FUTURE AGENDA ITEMS**

**PUBLIC PARTICIPATION II**

Motion by Councilwoman Franco, second by Councilman Proctor to open to the public.

No Comments.

Motion by Councilwoman Franco, second by Councilman Proctor to close to the public.

**RESOLUTION FOR EXECUTIVE SESSION** – Motion by Councilwoman Franco, second by Councilman Proctor, to go into executive session and adopt the below resolution.

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Cynthia Church, Municipal Clerk


	Councilwoman Franco	Councilman Gallagher	Councilman Proctor	Councilman Roseff	Mayor Rubenstein
Motion	x				
2nd			x		
Yes	x	x	x	x	x
No					
Abstain					
Absent					

**RETURN TO OPEN SESSION** - Motion by Councilwoman Franco, second by Councilman Proctor to return to open session at 9:57 p.m. All members were in favor. Motion Carried.

**ADJOURNMENT**

On the motion of Councilwoman Franco, second by Councilman Proctor, and with all members in favor, the meeting was adjourned at 9:57 p.m. All members were in favor. Motion carried.

  
Cynthia Church, RMC  
Township Clerk

  
Alexander Rubenstein, Mayor