

**TOWNSHIP OF BYRAM
REORGANIZATION TOWNSHIP COUNCIL MEETING
JANUARY 6, 2026**

REORGANIZATION MEETING 7:30 P.M.

CALL MEETING TO ORDER –Township Clerk, Cynthia Church called the meeting to order.

OPEN PUBLIC MEETING STATEMENT

This meeting is called pursuant to the provisions of the Open Public Meetings Law. Both adequate and electronic notice of the meeting has been provided, specifying the time, 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, and has been forwarded to those persons requesting notice.

SWEARING IN OF MAYOR ALEXANDER RUBENSTEIN – The Township Clerk swore in Mayor Rubenstein
SWEARING IN OF COUNCILMAN HARVEY ROSEFF – The Township Clerk swore in Councilman Roseff on Monday January 5, 2026

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

FLAG SALUTE

INVOCATION by Russel Raffay

APPROVAL OF AGENDA – Motion by Councilwoman Franco, second by Councilman Proctor, to approve the agenda All in favor. Motion carried.

SWEARING IN OF CHIEF OF POLICE – THOMAS DELLICKER – was sworn in by Mayor Rubenstein.

Mr. Sabatini read the below statement:

It is an honor to stand before you today as we officially welcome and congratulate Thomas Dellicker as the new Chief of Police of Byram Township. Selecting and appointing a Chief of Police is a crucial responsibility for any municipal manager, as this decision shapes both the police department and the wider community. Selecting a Chief of Police is distinct from choosing other department heads because the role carries a greater community prominence, more than any other public official. Effective law enforcement leadership relies on integrity, dedication, and commitment to public service. These values guide departments, promote ethical conduct, and build trust between police and the community. As Chief, Tom will encounter new challenges, but I am confident with his dedication and leadership he will help advance the department. Tom started his career with the Byram Township Police Department as a patrolman after attending the Morris County Public Safety Academy in 2004. He was promoted to sergeant in February 2020 and attained the rank of Lieutenant in September of 2025. Tom grew up in Byram and is a graduate of Sussex Technical School. He is a life member of the Byram Township Fire Department. Tom has earned numerous awards for more than 20 years of services with Byram Township. In November, he received a Unit Citation Award with other members of the Byram Township Police Department at the 128th Annual NJ State PBA Valor Awards. In addition, he has earned several training certifications, such as those in public supervision and leadership. As Tom steps into the role of Chief of Police, he will inevitably face new and demanding challenges that come with increased responsibility and visibility within the community. However, his proven attributes, including integrity, dedication, and strong commitment to public service—demonstrate that he possesses the essential character traits of an effective leader. These qualities will enable him to navigate obstacles, make difficult decisions, and continue fostering trust between the police department and the residents of Byram Township. I am pleased to confirm Thomas Dellicker as Chief of Police for Byram Township and extend my sincere congratulations. I look forward to collaborating with Tom to serve the people of Byram Township.

SWEARING IN OF NEW OFFICERS – ANDREW COLLIGAN & MICHAEL JUHLS JR. – both were sworn in by Mayor Rubenstein.

Chief Dellicker read aloud the following statements:

Andrew Colligan will also be attending the 106th Basic Police Officer's Class at Morris County Police Academy and will make Byram's 37th officer upon graduation. Andrew chose a path of public service early on in 7th grade when he chose to apply to, and was accepted into, the Sussex County Technical School's Law and Public Safety Program, from which he graduated in 2020. Since that young age, Andrew has dedicated his life to pursuing a career in which he can utilize his skills to have a positive impact on the community around him.

Graduating from William Paterson University in 2024 with a Bachelor's Degree in Criminology and Minor's in Sociology and Political Science, Andrew competed all four years on the William Paterson Men's Swim and Dive Team, serving as Co-Captain for 2 years. Andrew's leadership ability and passion for swimming translated to his community and employment as well, where he has volunteered with the Cranberry Lake Swim Team and has coached several teams in New Jersey.

A lifelong resident of Cranberry Lake, Andrew is recognized as a dependable individual capable facing the rigors of police work with the positivity of someone who truly wants to make his community stronger. Andrew is joined by his parents, Patrick and Jeanine, and his girlfriend Hailey Krajewski.
Girlfriend Hailey Krajewski

Michael Juhls Jr. will be attending the 106th Basic Police Officer's Class at Morris County Police Academy and will make Byram's 36th officer upon graduation. Though new to Law Enforcement, Michael is familiar with public service. He is a current member of the New Jersey National Guard where he has served as a Combat Medic since 2024 and comes from a long line of military and law enforcement family members including his late grandfather, Sgt. Fred Juhls of the Mount Olive Police Department.

Certified Nationally as an EMT, and most recently employed in Hospital safety and security, he graduated Suma Cum Laude from Rutgers University in 2023 with a Bachelor's Degree in Criminal Justice and a minor in Sociology. Raised in Budd Lake, Michael also spent time living in Byram, where his mother still resides with his younger siblings.

Recently married to Madelyn Juhls, Michael's close ties to this town will make him a strong asset to the Department where he hopes to work closely with citizens and have a positive impact on the community. Michael is joined by his wife, Madelyn, his parents Michael and Lisa, and his siblings Jared and Olivia.

SWEARING IN OF BYRAM TOWNSHIP FIRE DEPARTMENT OFFICERS

- | | |
|-----------------------------------|------------------------------|
| Department Chief - Shawn Pond | President- David Morse |
| Assistant Chief- Derek Plantamura | Vice President- Don Bogardus |
| Captain- Mark Hopkins | Treasurer- Casey Margo |
| Captain- Gary Card | Secretary- Andrea Zanetti |
| Lieutenant- Frank Diliberto | |
| Lieutenant- Greg Mathews | |

NOMINATION AND SELECTION OF DEPUTY MAYOR - Motion by Councilwoman Franco, second by Councilman Gallagher to nominate Councilwoman Richard Proctor as Deputy Mayor. All in favor. Motion carried.

TOWNSHIP COUNCIL APPOINTMENTS - Motion Councilwoman Franco, Second by Councilman Proctor

TOWNSHIP ATTORNEY –Thomas F. Collins, Jr. of Vogel, Chait, Collins and Schneider

LABOR ATTORNEY & CONFLICT ATTORNEY – Arthur R. Thibault Jr.

BOND COUNSEL - Robert H. Beinfield of Hawkins Delafield & Wood LLP.

TOWNSHIP ENGINEER –Cory Stoner of Harold Pellow & Associates.

TOWNSHIP SEWER ENGINEER - Steve Donati of CP Engineers, LLP

TOWNSHIP AUDITOR – Raymond Sarinelli of Nisivoccia, LLP.

TOWNSHIP PLANNER - Daniel Bloch of Colliers Engineering & Design

Motion by Councilwoman Franco, seconded by Councilman Proctor, to appoint the professionals listed above for each for a 1-year term.

PLANNING BOARD

Motion by Councilwoman Franco, seconded by Councilman Gallagher, to appoint Richard Proctor as Class III member to a 1-year term. All in favor. Motion carried.

Motion by Councilwoman Franco, seconded by Councilman Proctor, to appoint George Shivas as a Class IV member to a 4-year term. All in favor. Motion carried.

Motion by Councilwoman Franco, seconded by Councilman Proctor, to appoint Andrew McElroy, as Class IV member to a 4-year term. All in favor. Motion carried. All in favor. Motion carried.

Motion by Councilwoman Franco, seconded by Councilman Proctor, to appoint Karen Lewendowski, Alternate II member to a 2-year term. All in favor. Motion carried. All in favor. Motion carried.

BOARD OF HEALTH –

Motion by Councilman Gallagher, second by Councilman Proctor to appoint Geralyn M. Ponzio to 4-year term. All in favor. Motion Carried.

OPEN SPACE COMMITTEE – Motion by Councilwoman Franco, second by Councilman Proctor to appoint Lou Esposito to a 3-year term. All in favor. Motion carried.

911 COORDINATOR

Motion by Councilwoman Franco, second by Councilman Proctor to appoint Chief Thomas Dellicker as 911 Coordinator for a 1-year term. All in favor. Motion carried.

RECREATION COMMITTEE

Motion by Councilwoman Franco, second by Councilman Proctor to appoint Maritsa Barosi, and Lynn Apolinaro for 3-year term. All in favor. Motion carried.

POLICE CHAPLAIN

Motion by Councilwoman Franco, second by Councilman Proctor to appoint Luis Rodriguez for a 1-year term. All in favor. Motion carried.

SUSSEX COUNTY SOLID WASTE ADVISORY BOARD – Motion by Councilwoman Franco, second by Councilman Proctor to appoint Michael Busniak to a 1-year term

MUSCONETCONG RIVER MANAGEMENT COUNCIL Motion by Councilwoman Franco, second by Councilman Proctor to appoint Peter Dlugos (Primary) & Randy Gutwin (Alternate) to a 1-year term.

WATER QUALITY MANAGEMENT PLAN POLICY ADVISOR COMMITTEE (PAC) Motion by Councilwoman Franco, second by Councilman Proctor to appoint Roxanne Sabatini to a 1-year term

COUNCIL LIAISONS

- Recreation Committee – Councilwoman Franco
- Environmental Commission – Councilman Roseff
- Board of Health – Councilwoman Franco
- Byram Historical Society – Councilman Roseff
- Lenape Valley BOE – Mayor Rubenstein
- Byram BOE – Councilman Gallagher

MAYORAL APPOINTMENTS

- CLASS II PLANNING BOARD MEMBER – Annelise DeMagistris - 1-year term
- ENVIRONMENTAL COMMISSION – Lisa Shimamoto, James Myers, Randy Gutwein, Greg Smith - 3 year terms
- LAKE MUSCONETCONG REGIONAL PLANNING BOARD – Earl Riley – 4 Year Term

TOWNSHIP MANAGER'S APPOINTMENT

- Land Subdivision Search Officer – Planning Board Secretary, Caitlin Phillips
- Tax Search Officer – Michele McElroy
- Special Law Enforcement Officer – Class II – Philip Crosson, Robert Tierney & Robert Schellhammer

ACCEPTANCE OF BOARD MEMBER RESIGNATIONS AND RECOGNITION OF BOARD/COMMITTEE MEMBERS NO LONGER SERVING – Mayor Rubenstein expressed his gratitude and thanked the following people for their service:

Andrew McElroy (Environmental Commission)

Mayor Rubenstein thanked the residents for volunteering and asked the Township Clerk to send a letter of thanks on the Council’s behalf.

APPROVAL OF MINUTES

- December 16, 2025 Regular & Closed Session Minutes – Motion by Councilwoman Franco, seconded by Councilman Proctor to approve the minutes.

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

PROCLAMATION – Radon Action Month – January – Mayor Rubenstein read the proclamation and asked for a motion to authorize the mayor to sign it. Motion by Councilwoman Franco, second by Councilman Proctor to sign the proclamation. All members in favor. Motion carried.

TOWNSHIP MANAGER, MAYOR, AND COUNCIL REPORTS

Township Manager –

Manager’s 2026 Message – ANNUAL REPORT MESSAGE - Reflection on 2025
As we entered the new year and begin to embark on our goals and objectives for 2026, I would like to take a few moments and reflect on 2025.

In 2025, our team worked collaboratively to focus their efforts on the common goal of ensuring the efficient and effective operation of government while remaining ever cognizant of the fiscal restraints impacting all New Jersey communities.

I am extremely proud of the Byram Township staff for continuing to deliver the high level of services that our residents have come to expect. Our team continues to go above and beyond to ensure that the needs of our residents are met.

In addition, I would like to thank the Township’s many volunteers (Fire, EMS, many Township Committees) and our residents for continuing to remain flexible and exhibiting patience and understanding as we continue to adapt to the ever-changing economic

challenges that we confront as we continue to work toward enhancing the quality of life in Byram Township, making our 'Township of Lakes' a wonderful place in which to live, work and visit.

I am very pleased to announce the following 2025 accomplishments:

- New Shared service agreement between Byram Township and Hardyston Township for Fire Prevention Services
- Highlands Grant - \$60,000.00 (\$20,000 additional for Stormwater [MS4 Permitting] & \$40,000 Stormwater Management for East Brookwood)
- NJDOT FY2026 grant notices came out this morning. Byram Township received \$144,652.00 for Sleepy Hollow Road.
- The Township received notification from Congressman Tom Kean, Jr. of receiving Community Project Funding (CPF) that will be disbursed through the New Jersey USDA (Dept of Agriculture) in the amount of \$1,237,500 to provide renovations and new facilities to the Byram Township Police Department.
- Completely Inclusive Playground was completed with a grand opening ceremony taking place June 6, 2025.
- DPW completed park beautification and access improvements around the new playground
-

The Township's Annual Report will be available on the Township website in February. We encourage all residents to take time to review the detailed information in the report, which highlights the accomplishments and milestones achieved in 2025.

Schedules for Township Council and Committee meetings are posted on the Township website. We invite residents to participate in these meetings throughout the year to stay engaged with local governance. Council meetings are accessible via Zoom, making it easy for residents to join and contribute from the comfort of their homes.

To keep up with Township events and activities, please visit the official Township website and Facebook pages regularly. Please sign up for Nixle notifications by visiting the Quick Links on the Township's website. These resources ensure that residents are always informed about what is happening in the community.

In conclusion, again I want to extend my appreciation to all Byram Township staff and volunteers for making 2025 a highly successful year, and I look forward to continued collaboration and achievements in 2026.

Mayor Rubenstein – Nothing to Report

Councilwoman Franco – All winter family activities are seeing some traction with signups. People tend to wait until closer to event to sign up. Spring planning has begun and brochures will be released early March.

Councilman Gallagher – Reorganization meeting for Byram Board of Education is tomorrow night.

Councilman Proctor – January 15th will be the Planning Board Reorganization meeting.

PUBLIC PARTICIPATION I – Motion by Councilwoman Franco second by Councilman Proctor to open to the public. All members were in favor. Motion Carried.

No Comments

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

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 so requests in which event the item may be removed from the general order of business and considered in its normal sequence on the agenda. Motion by Councilwoman Franco, second by Councilman Proctor to approve the consent agenda as presented.

- A. Resolution No. 001-2026 – Resolution to Provide Temporary Budget Appropriations until the Adoption of the 2026 Current Fund Budget
- B. Resolution No. 002-2026 – Resolution to Provide Temporary Budget Appropriations until the Adoption of the 2026 Sewer Utility Budget
- C. Resolution No. 003-2026 – Custodian of Funds / Signatories
- D. Resolution No. 004-2026 – Resolution Adopting the 2026 Cash Management Plan
- E. Resolution No. 005-2026 – Resolution Authorizing the Chief Financial Officer to Maintain a Petty Cash Fund in the Amount of \$150.00
- F. Resolution No. 006-2026 – Resolution Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A. 40A:11-12 and N.J.A.C. 5:34-7-29
- G. Resolution No. 007-2026 – Resolution of the Township of Byram, County of Sussex, State of New Jersey “Establish the Rate of Interest to be Charged for Non-Payment of Taxes on or Before the Due Date”
- H. Resolution No. 008-2026 – Resolution of the Township of Byram, County of Sussex, State of New Jersey “Cancellation of Small Tax Balances”
- I. Resolution No. 009-2026 – Resolution Designating Official Newspapers
- J. Resolution No. 010-2026 – Annual Notice of the Calendar Dates of the Scheduled Meetings of the Byram Township Council from 01/01/2026-12/31/2026 and the Beginning of 2027
- K. Resolution No. 011-2026 – Resolution Authorizing Compliance with the United States Equal Employment Opportunity Commissions “Enforcement Guidance on the Consideration of Arrest and Conviction Records” in Employment Decisions under the Title VII of the Civil Rights Act of 1964

- L. Resolution No. 012-2026 – Resolution Authorizing Annual Appointment of a Public Agency Compliance Officer (PACO) for the Township of Byram, Sussex County, New Jersey
- M. Resolution No. 013-2026 – Resolution Appointing Tax Assessor and Municipal Attorney to Represent the Township of Byram before the County Board of Taxation for Calendar Year 2026
- N. Resolution No. 014-2026 – Authorizing Appointment of Legal Counsel and Award of Professional Service Contract in Connection Therewith
- O. Resolution No. 015-2026 – Authorizing Appointment of the Township Labor Counsel and Award of Professional Service Contract in Connection Therewith
- P. Resolution No. 016-2026 – Authorizing Appointment of the Township Engineer and Award of Professional Service Contract in Connection Therewith
- Q. Resolution No. 017-2026 – Authorizing Appointment of the Sewer Consulting Engineer and Award of Professional Service Contract in Connection Therewith
- R. Resolution No. 018-2026 – Authorizing Appointment of Bond Counsel and Award of Professional Service Contract in Connection Therewith
- S. Resolution No. 019-2026 – Authorizing Appointment of Township Planner and Award of Professional Service Contract in Connection Therewith
- T. Resolution No. 020-2026 – Authorizing Appointment of the Township Auditor and Award of Professional Service Contract in Connection Therewith
- U. Resolution No. 021-2026 –Resolution Authorizing the Execution of the 2026 Agreement by and Between Byram Township and Phoenix Advisors, LLC Covering Continuing Disclosure Agent Services and Appointment as Independent Registered municipal Advisor “of Record”
- V. Resolution No. 022-2026 – Resolution Authorizing Gracie & Harrigan Consulting Foresters, Inc., to Provide Various Forest Stewardship Services for the 2026 Season
- W. Resolution No. 023-2026 – Appointment of Darren Raymond for Appraisal Services Relating to the State Tax Court Residential Appeals
- X. Resolution No. 024-2026 – Appointment of Scott J. Holzhauer for Appraisal Services Relating to the State Tax Court Commercial Appeals
- Y. Resolution No. 025-2026 – Resolution Authorizing the Execution of Documents Associated with the Payroll Contract with R&L Data Centers
- Z. Resolution No. 026-2026 – Authorizing Appointment of Linda L. Maxwell of Insurance Administrator of America Inc. as Third-Party Administrator for Matters Related to Retiree Health Insurance Reimbursement
- AA. Resolution No. 027-2026 - Authorizing Appointment of The Township Architect and Award of Professional Service Contract in Connection Therewith
- BB. Resolution No. 028-2026 – Resolution of the Township of Byram Ratifying and Authorizing the Award of a Contract for Professional Services to French & Parrello Associates
- CC. Resolution No. 029-2026 – Award of a Professional Services Contract to Steven Weinberg of Community Action Services to Administer Byram Township’s Housing Rehabilitation Program
- DD. Resolution No. 030-2026 – Authorizing Appointment of the Township Special Prosecutor and Award of Professional Service Contract in Connection Therewith
- EE. Resolution No. 031-2026 – A Resolution Authorizing the Employment and Contract for Professional Service to Stuart B. Klepesch, Esq. to Represent the Municipality in Foreclosure of Tax Sale Certificates Pursuant to the Tax Sale Law, Title 54 and Toher Related Services Associated Therein
- FF. Resolution No. 032-2026 – Resolution for Removal of Deer Carcass from Byram Township Municipal Roadways
- GG. Resolution No. 033-2026 – Resolution Reappointing & Achieving Tenure Status for Certified Tax Collector
- HH. Resolution No. 034-2026 – Resolution Authorizing the Execution of a Lease Agreement to Support the Waterloo United Methodist Church (W.U.M.C.) Neighborhood Pantry
- II. Resolution No. 035-2026 – NJUCF Green Communities Grant – Community Forestry Management Plan Development
- JJ. Resolution No. 036-2026 – Resolution Appointing Risk Management Consultant
- KK. Resolution No. 037-2026 – Establishing Salaries for Non-Union Employees for Calendar Year 2026

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

BILL LIST – January 6, 2026 – Motion by Councilwoman Franco, second by Councilman Gallagher to approve the bill list as presented.

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

DISCUSSION ITEM
No discussion items.

PUBLIC PARTICIPATION II – Motion by Councilwoman Franco, second by Councilman Proctor to open to the public. All members were in favor. Motion Carried.

The Council wished the Township Manager a Happy 60th Birthday.

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

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
 - Detective Vehicle
- 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 January 6, 2026.


Cynthia Church, Municipal Clerk

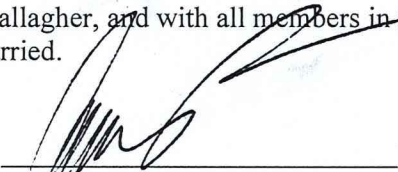
| | Councilwoman Franco | Councilman Gallagher | Councilman Proctor | Councilman Roseff | Mayor Rubenstein |
|---------|---------------------|----------------------|--------------------|-------------------|------------------|
| Motion | x | | | | |
| 2nd | | | x | | |
| Yes | x | x | x | | x |
| No |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

RETURN TO OPEN SESSION - Motion by Councilwoman Franco, second by Councilman Proctor to return to open session at 9:28 p.m. All members were in favor. Motion Carried.

ADJOURNMENT

On the motion of Councilwoman Franco, second by Councilman Gallagher, and with all members in favor, the meeting was adjourned at 9:28 p.m. All members were in favor. Motion carried.


Cynthia Church, RMC
Township Clerk


Alexander Rubenstein, Mayor