

**TOWNSHIP OF BYRAM  
TOWNSHIP COUNCIL MEETING  
FEBRUARY 3, 2026  
BUDGET WORKSHOP – 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; Mayor Rubenstein, here. Also present was Township Manager Joseph Sabatini, Township Attorney Tom Collins and Township 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

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 February 3, 2026.

Cynthia Church, Municipal Clerk

	Councilwoman Franco	Councilman Gallagher	Councilman Proctor	Mayor Rubenstein
Motion	x			
2nd			x	
Yes	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 7:30 p.m. All members were in favor. Motion Carried.

Mayor Rubenstein reported on the passing of Councilman Harvey Roseff and asked of a moment in silence in his memory. Mayor Rubenstein read aloud a proclamation to lower the flags on township property to half-staff through February 5, 2026. There will be a gathering this Thursday in Councilman Harvey Roseff’s memory from 2pm-4pm and 5pm-7pm at the Forest Lakes Clubhouse.

**FLAG SALUTE**

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

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

**CHANGE IN NEW JERSEY LEGAL NOTICE PUBLICATION REQUIREMENTS:**

Please be advised that effective March 1, 2026, New Jersey law changes the way legal notices are published by public entities and applicants for development and approvals.

Under this new law, legal notices that were previously published in printed newspapers will now be published on the official website of the Township of Byram. This change is intended to increase public access, transparency, and reduce publication costs.

**What This Means for the Public:**

1. Legal notices will be available online at no cost
2. Notices will be posted on the official website of the Township of Byram
3. Notices will remain accessible for the legally required time period and will be archived for future reference
4. During the transition period in 2026, notices directing the public to the website will also appear in online news publications

**Where to Find Legal Notices:**

Beginning March 1, 2026, all legal notices may be found at:

<https://www.byramtwp.org> . In addition, the State of New Jersey will maintain a centralized online directory linking to all participating public entity legal notice pages.

For assistance accessing legal notices or for questions regarding this change, please contact:

**Cynthia Church, Byram Township Clerk**

**Email: [CChurch@byramtwp.org](mailto:CChurch@byramtwp.org)**

This notice is provided in accordance with New Jersey law to inform the public of changes to legal notice publication requirements.

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

**Township Manager** – The Budget Introduction will be held on March 3<sup>rd</sup>, with the adoption on April 7<sup>th</sup>. At the next meeting there will be an ordinance introduced for affordable housing. Received notification that NJDOT gave an extension on the Route 206 natural gas project through to March 2, 2026. Showed his appreciation to DPW who were out for over 36 hours during the last snowstorm, he also showed his appreciation for the Byram Township Police Department.

**Mayor Rubenstein** – Tom Kean’s office presented the township with a ceremonial check for the construction of the new police department. Reached out to the architect for proposal documents. There will be more conversation on funding. May want to look into hiring a grant writer to help with further funding. Attended the Manager / Mayor meet and greet in Newton; there was good conversation with peers.

**Councilwoman Franco** – Finishing up our Recreation Spring Brochure for end of month release. All Winter programs are going well; some have a good number of participants and others are small but mighty.

**Councilman Gallagher** – Byram Township Board of Education meeting is scheduled for February 18<sup>th</sup>.

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

**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**

January 20, 2026, Regular & Closed Session Meeting Minutes - Motion by Councilwoman Franco, second by Councilman Proctor to approve minutes.

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

**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. Motion by Councilwoman Franco, second by Councilman Proctor to approve the consent agenda as presented.

- A. Approval of Raffle & 50/50 license for Byram Township Volunteer Fire Department – April 18, 2026

- B. Resolution No. 045-2026 – Resolution to Amend the 2026 Temporary Budget for the Sewer Utility Fund
- C. Resolution No. 046-2026 – Resolution Authorizing the Refund of Redemption Monies to Outside Lien Holder
- D. Resolution No. 047-2026 – Resolution Authorizing Change Order No. I for the Leaf Dump Storage Building in the Township of Byram, Conty of Sussex, State of New Jersey – Net Increase of \$2,500
- E. Resolution No. 048-2026 – Resolution Authorizing the Refund of Redemption Monies to Outside Lien Holder
- F. Resolution No. 050-2026 – Resolution of the Township of Byram, County of Sussex, Sate of New Jersey Accepting a Scope of Work for the East Brookwood Stormwater Management Study Under the Highlands Plan Conformance Grant
- G. Resolution No. 051-2026 – Final Acceptance of Drainage Improvements to Belton Street

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

**RESOLUTION NO. 049-2026 – DCA Local Recreation Improvement Grant – Football Field Lighting**

Motion by Councilwoman Franco, second by Councilman Proctor to adopt Resolution No. 049-2026

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

**BILL LIST – February 3, 2026 – Motion by Councilwoman Franco, second by Councilman Proctor to approve the bill list.**

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

**ORDINANCE – 2<sup>nd</sup> Reading /Public Hearing**

**ORDINANCE NO. 001-2026 - ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)**

**Purpose Statement:** The purpose of this ordinance is to exceed the State mandated COLA percentage of 2% and increase to 3.5% and to bank the difference between the Township's final appropriation subject to the cap and 3.5%.

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

BE IT RESOLVED that Ordinance No. 001-2026 is passed on final reading and that a notice of final passage be published in the official designated newspaper according to the law.

- **ORDINANCE NO. 002-2026 - AN ORDINANCE TO AUTHORIZE A CAPITAL EXPENDITURE FOR IMPROVEMENTS OF VARIOUS STREETS AND LOCATIONS IN AND BY THE TOWNSHIP AND TO PROVIDE FUNDING IN THE AMOUNT NOT TO EXCEED \$744,548.00**

**Purpose Statement:** Reconstruction and Resurfacing of Various Streets and Locations in and by the Township including without limitation, Sleepy Hollow Rd, Various Roads in the Forest Lakes Community, Roadways along Tamarack Road, Various Roads in the Eat Brookwood Community, Mountain Heights Dr, Mountain View Terr, Circle Dr and other streets and roads in the Township to be determined including reconstruction of culverts and headwalls and all curbing, drainage facilities/inlets, landscaping, reclamation, milling, structures, roadway

surfaces including milling and paving, oil and stone, cape sealing or similar application, crack sealing, roadway striping and repairs, all materials, equipment, site work and engineering costs.

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

BE IT RESOLVED that Ordinance No. 002-2026 is passed on final reading and that a notice of final passage be published in the official designated newspaper according to the law.

**ITEMS FOR DISCUSSION**

Sussex County Board of Taxation - Extension of Reassessment – The Sussex County Board of Taxation approved the extension of the reassessment to November 1, 2027.

**FUTURE AGENDA ITEMS**

Mayor Rubenstein reported on the following:

**Mansfield Trail Dump Superfund Site Update**

EPA finished clearing the trees surrounding the well treatment facility on December 8, 2025. Veolia, the water company that will be servicing the watermain, will begin their initial work at the well treatment facility site, which may include removing asphalt and dirt from a portion of the Brookwood Road well treatment facility property and installing a concrete vault for brine and backwash waste, a tank, and piping for the water treatment system. EPA will begin constructing the well treatment facility in spring 2026.

**Upcoming Work**

The **anticipated** sitework schedule is below. Please keep in mind that dates are subject to change based on unforeseen circumstances, such as extreme weather conditions.

Date	Description
December 2025	Tree cutting at the well treatment system property
Winter - Spring 2026	Well Treatment Building Excavation and Demolition: Install temporary fencing, remove existing asphalt, demolish the building on site.
Spring - Fall 2026	New well treatment building construction and well site restoration (landscaping and seeding)
Summer-Fall 2026	Install the Brookwood Road Water Distribution Main Residential Service Line Installation:
Winter 2026 - Spring 2027	1. Install the service line 2. Remove POET systems and decommission private wells The total installation is anticipated to last up to 8 days.
Spring - Summer 2027	Brookwood Road Pavement Restoration
Spring - Fall 2027	Post Construction-Residential Water Sampling: 4 events

**PUBLIC PARTICIPATION II**

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

Melissa Smith asked about the superfund site water lines. Mayor Rubenstein explained that the watermain extension is primarily for the affected homes.

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.

**RESOLUTION**

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**BYRAM TOWNSHIP COUNCIL**

Certification: I certify that the Byram Township Council adopted the above resolution on February 03, 2026.

Cynthia Church, Municipal Clerk

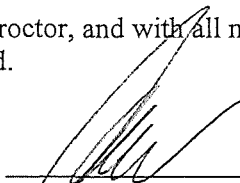
	Councilwoman Franco	Councilman Gallagher	Councilman Proctor	Mayor Rubenstein
Motion	x			
2nd			x	
Yes	x	x	x	x
No				
Abstain				
Absent				

**RETURN TO OPEN SESSION** - Motion by Councilwoman Franco, second by Councilman Proctor to return to open session at 9:30 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 8:46 p.m. All members were in favor. Motion carried.

  
Cynthia Church, RMC  
Township Clerk

  
Alexander Rubenstein, Mayor