

TOWNSHIP OF BYRAM
TOWNSHIP COUNCIL MEETING
AUGUST 12, 2025
TRAINING 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, 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
- 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 August 12, 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 7:20 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 removing amended salary ordinance for administration and hourly positions. And the addition of discussion item on DOT meeting.

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

PRESENTATION – CONTROLLED BURN / TAMARACK PARK by Todd Sacchiero

Provided copies of the proposed burn plan guidelines to ensure a successful and safe burn. There are many parameters that need to be met prior to the burn.

A benefit of prescribed burning reduces the hazard, elps to remove the invasive species and clean up the forest floor to help with new growth by adding nutrients back into the ground helping wildlife.

They control and stop the burn by providing the correct amount of people and equipment needed. The trails would be prepared in advance to help control where the burn goes. It is done with a backing fire technique.

Smoke mitigation is a big focus to the burn.

Areas affected will be notified the day before and the day of.

Peter Duglos – Environmental Commission Chair stated that a repeat burn would most likely be needed. The Environmental Commission is working on a planting plan.

RESOLUTION NO. 157-2025 – AUTHORIZATION FOR A CONTROLLED BURN TO MANAGE INVASIVE BARBERRY AT TAMARACK PARK

	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 – Next meeting is Tuesday September 2nd. The Roseville Road milling started today. Yesterday drainage work started on Birch Parkway. August 23rd is Byram Fest. Field 8 control panel should be received August 25th.

Mayor Rubenstein – Nothing to Report.

Councilwoman Franco – Byram Fest has come together. Everyone should have a copy of the Event Schedule along with the list of 21 non-profit tables confirmed including a Township table. It should be a great day.

August 2nd was the 2nd movie of the Summer, 50 people showed and they had a wonderful time. We showed Inside/Out 2.

Recreation Fall Brochure is going to the printer this week, lots of great programs, events, and trips planned.

All Spring, Summer, and late summer programs all went well and our new Extended School Camp Day from USA Sports was well received, and we believe we will catch on more for next Summer. We offered 5 weeks and filled 3 out of the 5 so this is a great start.

Councilman Gallagher – The next Byram Board of Education meeting is on August 20th at 7:00pm

Councilman Proctor – The next Planning Board meeting is August 21st at 7:30pm

Councilman Roseff – August 19th Byram Township Historical Society is teaming up with Wild West City for a night with Theodore Roosevelt at the Golden Nugget Saloon. Will open at 5:30pm, show at 7:00pm.

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

July 15, 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	x	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. Resolution No. 148-2025 – Resolution Authorizing the Application to the NJ Clean Energy Program Community Energy Planning Grant Program
- B. Resolution No. 149-2025 – Resolution Authorizing Participation in an Electronic Tax Sale
- C. Resolution No. 150-2025 – Resolution Authorizing Electronic Tax Sale Notice Fees
- D. Resolution No. 151-2025 – Chapter 159 – Risk Control Grant \$3,114.00
- E. Resolution No. 152-2025 – Resolution of Acceptance of Donation for Byram Fest 2025
- F. Resolution No. 153-2025 – A Resolution of the Township Council of the Township of Byram Authorizing the Sale of Surplus Personal Property No Longer Needed for Public Use on an Online Auction Website.
- G. Resolution No. 154-2025 – Resolution to Reallocate Funds Within the 2025 Fire Department Budget
- H. Resolution No. 155-2025 – Resolution to Award Bid for Proposed Leaf Dump Storage Building – Not to Exceed \$58,000.00
- I. Resolution No. 156-2025 – Resolution to Award Bid for Drainage Improvements to Belton Street – Not to Exceed \$119,133.00
- J. Resolution No. 158-2025 – Chapter 159 – Highlands Grant \$40,000

	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 – August 12, 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 – 2nd Reading / Public Hearing

ORDINANCE NO. 012-2025 - AN ORDINANCE OF BYRAM TOWNSHIP AUTHORIZING THE SALE OF A PORTION OF BLOCK 331, LOT 6, OWNED BY THE TOWNSHIP AND NOT REQUIRED FOR PUBLIC PURPOSES, BY PRIVATE SALE, TO THE CONTIGUOUS PROPERTY OWNER

	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 Ordinance No. 012-2025 is passed on final reading and that a notice of final passage be published in the official designated newspaper according to the law.

ORDINANCE – 1st Reading / Introduction

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF BYRAM AMENDING SECTION 133 ENTITLED “FIRE PREVENTION” TO AMEND AND REPLACE IT IN ITS ENTIRETY
Purpose Statement: The purpose of this ordinance is to update and amend Chapter 133 to amend it and replace it in its entirety to facilitate a shared service with Hardyston Township.

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

Absent					
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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 September 2, 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

2026 Budget Goals & Objectives

Mr. Sabatini requested objectives of the township council for planning purposes for the 2026 budget. The commonality among the received objectives listed below was road maintenance improvements and improvements to CO Johnson Field House. There was also a strong concern regarding improvements to stormwater.

Mayor Rubenstein:

1. Increase the annual allocation for repairs and improvements to drainage systems
2. Clothing Allowance
3. Improvements to CO Johnson Park – refurbishment to field house, replacement of football announcer booth, improvements to walking path, Wi-Fi and Cameras, more storage facilities
4. Continuing technology enhancement in the township offices.

Councilman Roseff:

1. Increase attention to road maintenance
2. Stormwater improvements
3. Increase grant opportunities
4. Reduce fund balance
5. Provide materials and hire DPW season help and volunteers to demo the interior of CO Johnson Field House to improve functionality
6. Offset reserve balances by not increasing overhead costs
7. Fund Park improvements though the current level of Open Space tax.
8. Hire consultant to help better understand employee benefits.
9. Get written commitments from the state committee to repair and repave roads impacted by the State DOT work at the Andover tunnel

Councilwoman Franco:

1. Streets and Roads
2. Municipal Building
3. CO Johnson Park plans – dog park and circular road path
4. CO Johnson Field House Improvements through grants
5. Push Veolia / EPA to keep the Well House and Pump Station lot neat.
6. Entrance to Forest Lakes Drive from Rt. 206 in preparation for Pequest construction zone.

Councilman Gallagher:

1. Work on roads and infrastructure
2. Upgrade CO Field House and Niel Gylling buildings

Councilman Proctor:

1. CO Johnson Improvements
2. Fieldhouse Upgrade
3. Road Maintenance and improvement program
4. Fiscally responsible Police Department upgrade
5. Determine relocation of Finance Department and Meeting Room
6. Use grants to offset local costs of capital initiatives
7. Maintain strong fund balance
8. Limit municipal tax increases while sustaining service levels
9. Explore shared services to reduce costs
10. Combat SHBP increases

Riparian Buffer Ordinance

The Environmental Commission discussed this issue during their last few meetings, and sent a write-up, with two possible versions to the Township Council. There was some discussion about the propriety of including waiver or reduction conditions in the ordinance (Proposal 2), but beyond that, the group was satisfied with the proposals, and recommended, as a next step, sharing with Council for their input.

Peter Duglos – Environmental Commission Chair was questioned about bulkhead vs. riparian buffers by Mayor Rubenstein and asked if they should be looking to an expert for more knowledge on this topic before modification to the ordinance. Mayor Rubenstein would like to have further discussion as to what is looking to be accomplished.

DOT Meeting – Mayor Rubenstein had a zoom meeting with the DOT and provided a summary of the conversation. The DOT does not have funding; it will be at least 4 years until construction starts on the culvert.

FUTURE AGENDA ITEMS

PUBLIC PARTICIPATION II

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

No Comments.

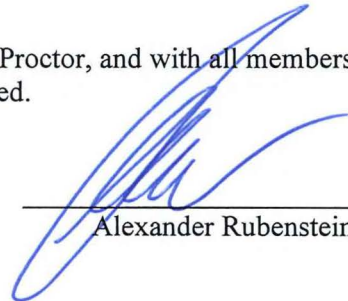
Motion by Councilwoman Franco, second by Councilman Proctor to close to the public.

ADJOURNMENT

On the motion of Councilwoman Franco, second by Councilman Proctor, and with all members in favor, the meeting was adjourned at 9:18 p.m. All members were in favor. Motion carried.



Cynthia Church, RMC
Township Clerk



Alexander Rubenstein, Mayor