

**TOWNSHIP OF BYRAM  
TOWNSHIP COUNCIL MEETING  
DECEMBER 16, 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, absent; 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 – Tammeisha Smith – Fairview Insurance

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 December 16, 2025.

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 7:30 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
No					
Abstain					
Absent				x	

**HOLIDAY HOUSE DECORATING CONTEST WINNERS** – postponed to the January 6, 2026 Meeting

**APPOINTMENT OF FIRE DEPARTMENT MEMBER – ISSA GHAZAL**

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

**Township Manager** – The Township Council Reorganization meeting will be held on January 6, 2026 at 7:30 pm. Asked the Township Council for their Budget Workshop plans for 2026. The Budget workshop meeting is January 20<sup>th</sup> with a 6:30 start. Participated in a meeting on CO Johnson Park improvements. They found the project favorable. Wished everyone Happy Holidays and a Happy and Healthy New Year.

**Mayor Rubenstein** – Attended meetings with the Environmental Commission Chair looking to get grants for 2026. Looking at loop trails. Next meeting with Hudson Farms.

**Councilwoman Franco** – December 9<sup>th</sup> was the recreation meeting. There were 7 addresses circulated for the Holiday Decorating Contest. The winners will be announced at the first township council meeting in January.

**Councilman Gallagher** – Tree Lighting was well attended. Santa is touring this weekend. Board of Education meeting tomorrow.

**Councilman Proctor** - Planning Board meeting is this Thursday. Planning Board reorganization is on January 15<sup>th</sup>.

**Tom Collins** – recommends adopting Resolution No. 206-2025 on the agenda tonight.

**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**

December 2, 2025 Regular & Closed Session Meeting Minutes

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

**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.

- B. Resolution No. 199-2025 – A Resolution Accepting the Issuance of a Kenwood Digital Mobile Radio from the Sussex County Sheriff, Office of Emergency Management
- C. Resolution No. 200-2025 – Resolution Authorizing the Continuation of the 2025/2026 Byram Ski Program Headed by Ski Club Advisor and Volunteers
- D. Resolution No. 201-2025 - Resolution Authorizing Navitend to Provide Proventiv Managed Services – Not to exceed \$54,479.12
- E. Resolution No. 202-2025 – A Resolution Authorizing the Waiver of the Roadway Moratorium for Natural Gas Installation by Elizabethtown Gas on Maple Road, Willor Drive, Birch Road, Johnson Boulevard, and Pierson Drive
- F. Resolution No. 203-2025 – Resolution Appointing Fund Commissioner for 2026 Fund Year
- G. Resolution No. 204-2025 – Resolution Authorizing the Execution of Documents Associated with the Custodial Contract with Royalty Cleaning Services for the Byram Township Municipal Building
- H. Resolution No. 205-2025 – Resolution to Transfer 2025 Budget Appropriations – Current Fund
- I. Resolution No. 207-2025 – Resolution to Purchase Rock Salt under the Sussex County Cooperative Pricing System for the Budget Year 2025
- J. Resolution No. 208-2025 – Cancellation of Grant Receivables and Reserves
- K. Resolution No. 209-2025 – Cancellation of Accounts Payable
- L. Resolution No. 210-2025 – Cancellation of Unexpended Balances of Improvement Authorizations
- M. Resolution No. 211-2025 – Governor’s Council on Substance Use Disorder Fiscal Grant Cycle July 2027-June 2031
- N. Resolution No. 212-2025 – Authorizing Foveonics Document Solutions to Perform Scanning and Document Management Services through the Educational Services Commission of New Jersey (ESCNJ)
- O. Resolution No. 213-2025 – Authorization to OEM Automotive & Accessories for Light Duty Vehicles Class 4 or Lower under the State of New Jersey Cooperative Purchasing Program for Budget Year 2025

P. Resolution No. 214-2025 – Authorization to Repair & Perform Preventative Maintenance for Fire Water Pumps Motorized Fire Apparatus under the Morris County Cooperative Pricing Council for Budget Year 2025

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

**RESOLUTION NO. 206-2025** - A Resolution by the Mayor and Council of the Township of Byram Approving and Ratifying the Consent Order Between the Township of Byram and Fair Share Housing Center Regarding the 2025 Housing Element and Fair Share Plan Filing Affordable Housing Dispute Resolution Program

	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** – December 16, 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	Abstain from 31455		x
No					
Abstain					
Absent				x	

**ITEMS FOR DISCUSSION**

Capital Budget – Mr. Sabatini presented the council with the 2026 Budget Message available on the township website at:

[12092025 Captial Budget Message 2026.pdf](#)

[2026 Truck Replacement Memo - - DPW.pdf](#)

The budget does not include an increase in capital.

Mr. Sabatini would like to move forward in 2026 with road improvements and DPW Truck Replacements for 2026.

**FUTURE AGENDA ITEMS**

**PUBLIC PARTICIPATION II**

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


Dina Trunzo – CIP playground awards have not been awarded. They will not be meeting until January 2026.


Route 206 Update – Will be working through the year to January 1, 2026.

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 8:15 p.m. All members were in favor. Motion carried.

  
Cynthia Church, RMC  
Township Clerk

  
Alexander Rubenstein, Mayor