

**TOWNSHIP OF BYRAM
TOWNSHIP COUNCIL MEETING
DECEMBER 2, 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, 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, (virtual, 1st executive only); 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 – USI Insurance Services - Brian Golick
- 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 December 2, 2025.

Cynthia Church, Municipal Clerk

	Councilwoman Franco	Councilman Gallagher	Councilman Proctor	Councilman Roseff	Mayor Rubenstein
Motion	x				
2nd		x			
Yes	x	x	6:05pm	6:07pm	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 and to pull Resolution 196-2025 from the consent agenda to be considered at the December 16th meeting.

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

ENVIRONMENTAL COMMISSION PRESENTATION – 2025 ACCOMPLISHMENTS / 2026 GOALS

Peter Duglos – Environmental Commission Chairman presented the following:

Main Goals:

- (1) **Advance the 2020 Trails Master Plan and create a fully functional trail steward program**
- Co-sponsored 3 NYNJTC workshops in May and June (workshops on Trail Maintenance, Invasives Species Removal, and Trail Design)
 - Began the process of creating and editing a Byram Township Trails digital trail map (using Google MyMap technology) for resident use
 - Hosted two Byram Trail Keeper “Soft Kickoffs”; initiated an “Adopt-a-Trail” campaign and recruited 10 Trail Keepers who are now actively maintaining ~7 miles of township trails
 - Hosted a meeting with State Parks administration, Kittatinny Valley State Park staff, Byram Twp. officials and local municipal partners on the Hudson Farm Conservation Easement Trails.
 - Conducted an Open Volunteer Trail Reroute and Build Day on 11/9
- (2) **Focus on invasive plant management and restoration of natural habitats**
- Collaborated with Open Space Committee, Township Forester and NJ Forest Fire Service on a Controlled Burn plan in Tamarack to suppress invasive barberry
 - Distributed 120 native tree seedlings to Byram residents on Arbor Day
 - Created a “Native Plants vs. Invasive Plants” display at ByramFest and engaged residents on steps they can take to maintain biodiversity in Byram.
 - With Trail Keepers group, removed highly invasive bindweed from the Cranberry Overlook Trail
 - Conducted a “Homeowner’s Guide to Invasive Plants” Walk at Forest Lakes in October.
- (3) **Sponsor and coordinate a “Zero Waste” event**
- Sponsored a Zero Waste Workshop at Louise Childs Library with Simple Bare Necessities on 11/22
- (4) **Grow community and expand outreach to residents, schools, community groups, and regional partners**
- Created an ambitious Vision Statement and a mission-focused tagline: “Protecting our lakes, forests and waterways for future generations”
 - Used Facebook page (Friends of Byram EC) for PSAs; followers have increased 400% in the last year
 - Partnered with MWA and West Brookwood Assoc. on a future riverbank remediation project
 - Partnered with Stanhope EC on identifying possible sites for Green Infrastructure projects
 - Partnered with the BTHS & Canal Society on a guided hike to the Lost Hamlet of Byram
 - Partnered with Hopatcong EC on potential connector trail planning
 - Presented at a Forest Lakes Club Board Meeting
 - Presented at the Sussex County Trails Partnership Steering Committee meeting and will have Byram Trails on forthcoming county trail map update
 - Led an EC & Trail Keepers Social Hike in October to Tripod Rock on Hudson Farm Wolf Lake property
 - Will co-sponsor, with Rec. Dept, a 12/28 Tamarack Trail hike with Mayor Rubenstein
- (5) **Continue watershed education efforts**
- Engaged the public on watershed facts at June Canal Day at Waterloo Village
 - Created an alternative riparian buffer ordinance for Town Council consideration

Core Functions and Responsibilities:

- Reviewed and provided comments on 13 Planning Board applications at its monthly meetings.
- EC members attended numerous training sessions this year, including continuing education credits that meet requirements to maintain Byram Township's New Jersey Urban and Community Forestry (NJUCF) Accreditation.
- EC members attended meetings for the Open Space Committee and Musconetcong River Management Council.
- The EC monitored projects including illegal fill dumping, Mansfield Superfund Site, and the Waterloo Road Amphibian Crossings project

RESOLUTION NO. 196 – 2025 - RESOLUTION OF SUPPORT FOR THE "INVASIVE SPECIES MANAGEMENT ACT" (NJ S1029 / A4137)

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

TOWNSHIP MANAGER, MAYOR, AND COUNCIL REPORTS

Township Manager – Several of the Byram Township Police Department officers and Chief of Police received a Valor Award for the incident that took place on January 13, 2025. Byram Township received \$144,652 in state aid for the Sleepy Hollow street repairs. Gas line installation on Lackawanna Drive has been postponed until Spring 2026. NJDEP 4A permit for stormwater watershed improvement plan has been completed for phase A. The next phase will be to pursue

a new grant. A Nixel notice went out regarding the work being done in East Brookwood on well pump #1 on Brookwood Road, should take two days.

Mayor Rubenstein – was part of the DEP preapplication call for CO Johnson field improvements. They want the project to go forward. A call is scheduled again for next Monday. Christmas Tree lighting will take place this Sunday.

Councilwoman Franco – Tree lighting this Sunday December 7 at 6pm, Firehouse. Gingerbread Decorating Party December 7th at 4pm. Holiday Decorating Contest in full swing- deadline to submit is December 12th. Coat Drive begins December 7th and runs until December 12th.

Councilman Gallagher – The next Byram Township Board of Education Meeting is on December 17, 2025. Fire Department is doing Santa around Town the weekend of December 20th.

Councilman Proctor - The Planning Board meeting this week has been canceled.

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
November 17, 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.

- A. ~~Resolution No. 196-2025 – Resolution Authorizing Navitend to Provide Proentiv Managed Services – Not to exceed \$54,479.12~~
- B. Resolution No. 197-2025 – Resolution Authorizing the Adoption of a Community Forestry Plan 2025-2030
- C. Resolution No. 198-2025 – Resolution Approving the Execution of a Shared Service Agreement between Byram Township and Hardyston Township for Fire Prevention Services from January 1, 2026 through December 31, 2029

	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 2, 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
No					
Abstain					
Absent				x	

ORDINANCE 2nd Reading / Public Hearing

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

BE IT RESOLVED that Ordinance No. 016-2025 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

FUTURE AGENDA ITEMS

Capital Budget Presentation

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.

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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
No					
Abstain					
Absent				x	

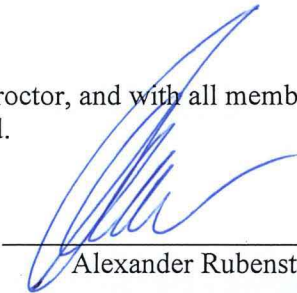
RETURN TO OPEN SESSION - Motion by Councilwoman Franco, second by Councilman Proctor to return to open session at 9:10 p.m. All members were in favor. Motion Carried.

ADJOURNMENT

On the motion of Councilwoman Franco, second by Councilman Proctor, and with all members in favor, the meeting was adjourned at 9:10 p.m. All members were in favor. Motion carried.



Cynthia Church, RMC
Township Clerk



Alexander Rubenstein, Mayor