

BYRAM TOWNSHIP SPECIAL COUNCIL MEETING - GOALS & OBJECTIVES
SEPTEMBER 29, 2020
REGULAR SESSION – 7:00 P.M.

CALL MEETING TO ORDER

Mayor Rubenstein called the meeting to order at 7:00 p.m.

OPEN PUBLIC MEETING STATEMENT

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting has been electronically sent to the newspapers and uploaded to Byram’s website, not less than 48 hours in advance of the meeting. In addition, a copy of this notice is on file in the office of the Municipal Clerk.

ROLL CALL

Councilman Bonker, here; Councilwoman Franco, here; Councilman Gallagher, here; Councilman Roseff, here; Mayor Rubenstein, here. Also present was Township Manager Joe Sabatini, and Deputy Municipal Clerk Cynthia Church

GOAL SETTING SESSION

Mayor Rubenstein started off the meeting explaining the purpose behind the meeting is to get the consensus and the will of the council to what they believe should be the goals and objectives for 2021.

Joe Sabatini – Mr. Sabatini prepared a memo dated August 6, 2020.

Mr. Sabatini said that the first thing the council needs to do is establish an annual policy through adoption of the municipal budget. He is looking for guidance from the Mayor and Council as to what some of the critical goals and objectives are for 2021. He would like to identify what will be impacting the budget for 2021.

Mr. Sabatini has put together a few items that he feels are most important. He put out a separate memo to the Mayor and Council on September 25, 2020 and will have the memo posted on the township website.

Mr. Sabatini said that Cory Stoner the Township Engineer will be presenting the East Brookwood Ingress / Egress report during the October 6, 2020 meeting. At that time he would also like to have a discussion on road resurfacing. Joe explained how the road resurfacing program evolved over the years. He explained that there are various road improvement types that can be considered: cape sealing, micro-surfacing, resurfacing, milling and paving (this is what is being recommended), or complete reconstruction. He is looking for guidance from the council on the road resurfacing program for 2021, in particular the road improvement method, and an annual dedicated budget to support the projects. In order to mill and pave all the roads in town it would be almost \$12 million. Using the average life of a road of 13 years, its about \$900,000 based on the 2021 estimate.

The following are items that came up in prior discussions and would like to know if they are still items that the Mayor and Council would still like to consider in 2021.

- Soil Importation ordinance. Looking for guidance and would like to know if this is something that the council would still like to consider.
- Rewriting the Police Department manual (Chapter 48).
- Changes to the Zoning / Property Maintenance code.
- Continue with records management, records that can be scanned and destroyed.
- Animal Control - is currently being worked on as a shared service.
- Building Department – making construction official full time, to help create stability in that department.
- Software enhancements - SDL – add more users licenses in 2021 to consolidate more systems into one platform to gain greater efficiencies. SDL is also considering integrating an agenda management process in 2021.

Mayor Rubenstein questioned the road improvements parameters, in particular the \$900,000 per year to be committed, and how it deviates from the current budget levels. Mr. Sabatini explained that we received NJDOT

grants and moved other funds around in the budget that enabled us to come close to that number. Mr. Sabatini said that he would like to work towards getting a fixed number in the budget every year without worry about if we will receive NJDOT grants. Mr. Sabatini said that he is working towards establishing an annual dedicated road improvement budget.

Harvey asked if the reclamation process would be less expensive. Joe explained the reclamation process and said that it is a more expensive process.

Councilman Bonker

Councilman Bonker said that he looked through all the input given from the Council and feels that this presents an opportunity to identify policy issues for 2021. Councilman Bonker would like the focus to be on the following:

- Municipal Building – wants to see this process happen as quickly as possible as he is frustrated at the current pace.
- After review of the Greener by Design project list, he would like to see the C.O. Johnson reconfiguration effort start in 2021.
- Automation and digitization of the entire operation. He would like to see investments made to get away from paper.
- Would like to fund the need for sports equality and take the first steps to treat all the fields equally. Start with offering line painting for every sport. He feels this would be a step in the right direction, and it needs to be funded in the budget.

Councilman Gallagher

- Would like to focus on the Greener by Design projects with an emphasis on the C.O. Johnson Park project.
- Road Maintenance
- Construction Department – would like to see more towns involved in shared services for the construction office. Councilman Gallagher offered to lead the effort to try to bring on more towns on board.

Councilwoman Franco

- Municipal Building should be the focus as well as the improvements to DPW building.
- Would like to see improvements to the use of technology. She feels that it is important to record and televise meetings. She would like to have the council members provided with appropriate hardware that belongs to the township for use by the council members.
- Greener by Design projects - she would like to focus on the C.O. Johnson Park projects.
- Continue with road resurfacing projects and keep a schedule for the resurfacing.

Councilman Roseff

Would like to get a better handle on the Budget and the workings of the budget in order to get an idea as to what to focus on in 2021.

- Would like to see a better program in place for the roads. Would like to know the true state of the roads.
- With the cost reduction within the Police Department and a better health plan, he would like to see a better than ½% tax reduction to the residents.
- Reorganization of personnel

- Fire truck can be postponed, is not an immediate need.
- More focus on shared services, in particular building department to support a full-time employee.
- Look at upcoming garbage contract – look to join with neighboring towns to bring the costs down.

Mayor Rubenstein

- Continue pushing the Municipal Building Project along with purpose. This should be a primary focus for 2021.
- Explore the new Open Space Recreation Plan and identify projects for 2021. Focus on C.O. Johnson and should leverage the Open Space funds by way of bond to push forward.
- Digitization of municipal records to reduce footprint of onsite storage. Would like confirmation of permanent records that cannot be digitized. Would like to see improvements made to technology and focus on technology for town council to perform business.
- Streets & roads maintenance – increase budget as necessary to get the roads to a point of proper maintenance that is suitable for long term.

Councilman Bonker feels that the technology idea needs to be pushed forward. This is a low-cost item and would like to see the Mayor, Council and Planning Board be provided the necessary hardware and software infrastructure. Mayor Rubenstein is also behind pushing this forward. He would like to facilitate a technology plan for 2021.

Alex reiterated the council's areas of focus:

- Open Space Recreation Plan - C.O. Johnson Park
- Technology
- Road Improvements
- Municipal Building

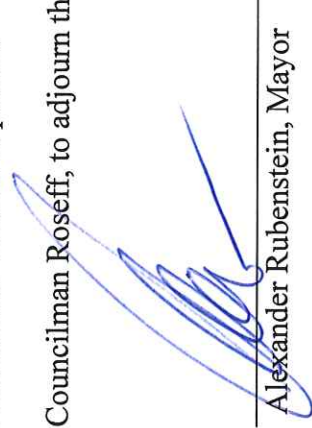
Mayor Rubenstein asked Mr. Sabatini's option on how list should be approached. Joe said three of the four items are already in progress (Open Space – C.O. Johnson, Road Improvements, Municipal Building). Mr. Sabatini would like to have more specific goals as to what is wanted for Technology Improvements. Mr. Sabatini said that we need to come up with the appropriate plan to build the infrastructure.

OPEN TO THE PUBLIC:

Mayor Rubenstein open to the public for comments. No comments. Closed to public.

ADJOURN: Motion by Councilman Bonker, second by Councilman Roseff, to adjourn the meeting at 8:06 p.m. All members were in favor. Motion Carried.


Cynthia Church, Deputy Municipal Clerk


Alexander Rubenstein, Mayor