

TOWNSHIP OF BYRAM
MEETING OF THE BYRAM TOWNSHIP OPEN SPACE COMMITTEE
10 Mansfield Drive, Stanhope NJ 07874
Monday, December 11, 2023, 7:00 P.M.

Join Zoom Meeting:

<https://us02web.zoom.us/j/89668907180?pwd=b1pqSlZSMWVuYlJnQzl0WmR0Rnh2dz09>

Meeting ID: 896 6890 7180 **Passcode:** 034894

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The public will have an opportunity to comment at appropriate times during the meeting. The following is the agenda to the extent known:

- **CALL MEETING TO ORDER**

- **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, posted on the bulletin board of the Municipal Building, and uploaded to Byram's website, www.byramtwp.org 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**

- **OS FINANCIAL STATUS REPORT**

1. Reserve for Open Space- \$350,702.75
2. Reserve for Debt Service- \$25,897.10

- **APPROVAL OF MINUTES** –June 12 2023 Minutes

- **OLD BUSINESS**

1. Township Park Updates
 - a. CO Johnson Improvements for C0#8
 - b. CO Fieldhouse renovations
2. Byram Historical Society-NJ Tourism Grant status update

- **NEW BUSINESS**

1. 2024 Sussex County Trails Grant
 - a. Trail Committee involvement and updates
2. ANJEC Alert: <https://anjec.org/action-alerts/>
3. Discussion Items
 - a. 2023 Accomplishments
 - b. 2024 Goals and Meeting Format

- **MEMBER REPORTS** – Reports from members on actions by their committees pertinent to OS.

- **OPEN TO THE PUBLIC**

- **CLOSED SESSION**

- **ANY OTHER BUSINESS THE COMMITTEE DEEMS NECESSARY**

- **ADJOURNMENT**

Upcoming Meetings and Events:

- January 15th- Disney on Ice Recreation Event
- February 12- Open Space meeting

17-286-56-000-001 Reserve - Open Space

From 01/01/2023 to 11/22/2023

Date	Source	PO#	Contract#	Check #	Vendor#	Vendor/Description	Budget	Debit	Credit	PO Encumber	PO Payment	Balance (CR)*
06/18/2021	ENC	23857				ENGINEERING & LANDSCAPE ARCHITECTURE SERVICE				30,167.17		
06/23/2022	ENC	25485				IMPLEMENTATION OF A FOREST STAND IMPROVEMENT				975.00		
09/15/2022	ENC	25800				(SUPPLY ONLY) 8'H X 50'W GREEN WINDSCREEN W/				18,248.00		
						ACTIVITY/BALANCE (YEAR START)	-					408,692.40
01/01/2023	GJ 50					To adjust Open Space Debt Service for CY Allo		22,868.14				385,824.26
01/18/2023	DJ 67	25800		6413	3464	CHALLENGER FENCE, INC. SUPPLY & INSTALL 6' HI				(18,248.00)	18,248.00	385,824.26
01/18/2023	ENC	26430				DAM INSPECTION				196.60		385,627.66
02/08/2023	DJ 178	26430		6494	649	HAROLD E. PELLOW & ASSOCIATES, DAM INSPECTION				(196.60)	196.60	385,627.66
02/08/2023	ENC	23857				To Cancel Balance - New Authorization Approve				(30,167.17)		415,794.83
02/08/2023	ENC	26583				PREP NJDEPE REPORTS				245.75		415,549.08
02/08/2023	ENC	26591				ENGINEERING & LANDSCAPE ARCHITECTURE SERVICES				5,000.00		410,549.08
02/14/2023	ENC	26618				FOREST STAND IMPROVEMENT PROGRAM - GLENSIDE W				850.00		409,699.08
02/22/2023	DJ 327	26618		6575	3743	GREEN JEANS FORESTRY, INC. FOREST STAND IMPRO				(850.00)	850.00	409,699.08
02/22/2023	DJ 333	26583		6577	649	HAROLD E. PELLOW & ASSOCIATES, PREP NJDEPE RE				(245.75)	245.75	409,699.08
02/22/2023	ENC	26640				QTY: 100 - FIBERGLASS FLAT 4-RAIL TRAIL MARKE				1,217.00		408,482.08
02/27/2023	ENC	26640				(Reduced) BYRAM TRAILS DECALS - 3" X 3" (CUST				(204.20)		408,686.28
02/28/2023	RJ 676					February 2023 Interest			1,755.62			410,441.90
03/22/2023	ENC	26640				(Reduced) DISTANCE DECALS (1/4 MI, 1/2 MI, 3/				(343.00)		410,784.90
03/31/2023	RJ 992					March 2023 Interest			2,056.50			412,841.40
04/11/2023	ENC	26640				(Increased) BYRAM TRAILS DECALS - 3" X 3" (CU				343.00		412,498.40
04/19/2023	DJ 897	26640		6878	3745	REPNET, INC. POST DRIVER				(1,012.80)	1,012.80	412,498.40
04/30/2023	RJ 1294					April 2023 Interest			1,954.23			414,452.63
05/09/2023	ENC	26533				(Line Added) VARIOUS SUPPLIES FOR TRAIL HEAD				852.15		413,600.48
05/12/2023	ENC	27047				PREP NJDEP REPORTS				200.00		413,400.48
05/17/2023	DJ 1168	27047		6988	649	HAROLD E. PELLOW & ASSOCIATES, PREP NJDEP REP				(200.00)	200.00	413,400.48
05/17/2023	DJ 1264	26533		7027	934	LOWE'S BUSINESS ACCOUNT 25CT LATEX GLOVE - SU				(2.73)	2.73	413,400.48
05/17/2023	DJ 1264	26533		7027	934	LOWE'S BUSINESS ACCOUNT VARIOUS SUPPLIES FOR				(849.42)	849.42	413,400.48
05/31/2023	RJ 1649					May 2023 Interest			2,306.17			415,706.65
06/14/2023	ENC	27194				ADDITIONAL DONATION - MARKETING & TOURSIM GRA				6,250.00		409,456.65
06/14/2023	ENC	27196				REMOVAL OF DEAD AH TREES FROM CO JOHNSON PARK				21,500.00		387,956.65
06/14/2023	ENC	26533				(Line Added) 8.66" W x 24.41" H CORK BULLETIN				168.06		387,788.59
06/20/2023	ENC	27230				CO JOHNSON PARK MASTER DEVELOPMENT PLAN - PRO				1,948.50		385,840.09
06/21/2023	DJ 1532	26533		7164	934	LOWE'S BUSINESS ACCOUNT 8.66" W x 24.41" H CO				(168.06)	168.06	385,840.09
06/22/2023	ENC	27252				ITEM #NB-0415ALRPRF-BCCPA - 4 ROW LOW RISE "P				59,672.15		326,167.94
06/22/2023	ENC	27253				ITEM #NB48GR - NAUTICAL 48" BENCH IN GREEN				2,497.80		323,670.14
06/30/2023	RJ 1908					June 2023 Interest			2,209.67			325,879.81
07/06/2023	DJ 1628	27230		7222	3581	FRENCH & PARRELLO ASSOCIATES, CO JOHNSON PAR				(1,948.50)	1,948.50	325,879.81
07/31/2023	RJ 2228					July 2023 Interest			2,285.40			328,165.21
07/31/2023	GJ 124					To record 2023 Tax Levy.		110,430.00				438,595.21
08/08/2023	ENC	26533				(Line Added) 25CT LATEX GLOVE - SUPPLIES FOR				13.74		438,581.47
08/08/2023	ENC	26533				(Increased) 2-4-10 TOP CHOICE KD FIR				5.97		438,575.50
08/08/2023	ENC	26533				(Increased) 25CT LATEX GLOVE - SUPPLIES FOR T				18.96		438,556.54
08/08/2023	ENC	26533				(Increased) 25CT LATEX GLOVE - SUPPLIES FOR T				7.58		438,548.96
08/08/2023	ENC	26533				(Increased) 25CT LATEX GLOVE - SUPPLIES FOR T				40.60		438,508.36
08/08/2023	ENC	26533				(Increased) 25CT LATEX GLOVE - SUPPLIES FOR T				18.99		438,489.37
08/08/2023	ENC	26533				(Increased) 25CT LATEX GLOVE - SUPPLIES FOR T				11.39		438,477.98
08/08/2023	ENC	26533				(Increased) BSH MULTI CNST 1/4 INX6				8.06		438,469.92
08/08/2023	ENC	26533				(Increased) TAPCON 4CT 5/16INX21/2				5.21		438,464.71
08/10/2023	ENC	26572				(Line Added) 5/16-18X2 TAP YZ 8 - BENCHES @ C				2.92		438,461.79
08/16/2023	DJ 1880	26572		7352	2352	FASTENAL COMPANY 5/16-18X2 TAP YZ 8 - BENCHES				(2.92)	2.92	438,461.79
08/16/2023	DJ 1946	26533		7386	934	LOWE'S BUSINESS ACCOUNT 2-4-104 5/8 FIR SELEC				(46.25)	46.25	438,461.79
08/16/2023	DJ 1946	26533		7386	934	LOWE'S BUSINESS ACCOUNT BH 6FT 13GA HD UPOST				(84.25)	84.25	438,461.79
08/16/2023	DJ 1994	27253		7414	3762	POLY-WOOD, LLC ITEM #NB48GR - NAUTICAL 48" BE				(2,497.80)	2,497.80	438,461.79
08/16/2023	DJ 2023	27196		7439	2291	TREE KING, INC. REMOVAL OF DEAD AH TREES FROM				(21,500.00)	21,500.00	438,461.79
08/23/2023	ENC	27480				PREPARE REPORTS/MEMOS				207.00		438,254.79
08/23/2023	ENC	27510				ENGINEERING SERVICES FOR CO JOHNSON PARK BASK				7,000.00		431,254.79
08/23/2023	ENC	27521				CO JOHNSON PARK BASKETBALL COURT REHABILITATI				73,700.00		357,554.79
08/31/2023	RJ 2683					August 2023 Interest			2,396.22			359,951.01
09/06/2023	DJ 2143	26591		7471	3581	FRENCH & PARRELLO ASSOCIATES, MARCH & APRIL				(1,050.00)	1,050.00	359,951.01
09/06/2023	DJ 2163	27480		7479	649	HAROLD E. PELLOW & ASSOCIATES, PREPARE REPORT				(207.00)	207.00	359,951.01
09/20/2023	DJ 2309	27510		7558	649	HAROLD E. PELLOW & ASSOCIATES, JULY 2023 SERV				(3,288.63)	3,288.63	359,951.01
09/20/2023	ENC	27521				(Increased) CHANGE ORDER #1 - APPROVED 09/19/				10,640.00		349,311.01
09/30/2023	RJ 2919					September 2023 Interest			2,629.24			351,940.25
10/04/2023	DJ 2592	27252		7607	134	BEN SHAFFER RECREATION, INC. ITEM #NB-0415ALR				(59,672.15)	59,672.15	351,940.25
10/05/2023	ENC	27737				REMOVAL OF DEAD ASH TREES FROM TAMARACK PARK				3,300.00		348,640.25
10/18/2023	DJ 2778	27510		7687	649	HAROLD E. PELLOW & ASSOCIATES, AUGUST 2023 SE				(1,267.00)	1,267.00	348,640.25
11/02/2023	ENC	27194				(Reduced) ADDITIONAL DONATION - MARKETING & T				(2,062.50)		350,702.75
11/09/2023	DJ 2871	27194		7755	194	BYRAM HISTORICAL SOCIETY ADDITIONAL DONATION				(4,187.50)	4,187.50	350,702.75
11/09/2023	DJ 2953	27737		7820	2291	TREE KING, INC. REMOVAL OF DEAD ASH TREES FRO				(3,300.00)	3,300.00	350,702.75
11/22/2023	DJ 3005	27510		7848	649	HAROLD E. PELLOW & ASSOCIATES, SEPTEMBER 2023				(2,434.50)	2,434.50	350,702.75
RANGE							-	22,868.14	128,023.05	39,884.70	123,259.86	350,702.75
							=====	=====	=====	=====	=====	=====
							-	22,868.14	128,023.05	89,274.87	123,259.86	350,702.75

17-286-56-000-002 Reserve - Open Space (Debt Service)

From 01/01/2023 to 10/02/2023

Date	Source	P0#	Contract#	Check #	Vendor#	Vendor/Description	Budget	Debit	Credit	P0 Encumber	P0 Payment	Balance (CR)*
						ACTIVITY/BALANCE (YEAR START)	-					65,795.59
01/01/2023	GJ 50					To adjust Open Space Debt Service for CY Allo			22,868.14			88,663.73
01/31/2023	RJ 304					January 2023 Interest			2,033.37			90,697.10
03/15/2023	ENC	26764				SEMI-ANNUAL INTEREST PAYMENT - 2005 OPEN SPAC				2,400.00		88,297.10
04/03/2023	DJ 725	26764		2023026	2868	THE DEPOSITORY TRUST COMPANY SEMI-ANNUAL INTE				(2,400.00)	2,400.00	88,297.10
09/13/2023	ENC	27609				SEMI-ANNUAL INTEREST PAYMENT - 2005 OPEN SPAC				2,400.00		85,897.10
09/13/2023	ENC	27610				PRINCIPAL PAYMENT - 2005 OPEN SPACE BOND				60,000.00		25,897.10
10/02/2023	DJ 2393	27610		2023075	2868	THE DEPOSITORY TRUST COMPANY PRINCIPAL PAYMEN				(60,000.00)	60,000.00	25,897.10
10/02/2023	DJ 2394	27609		2023076	2868	THE DEPOSITORY TRUST COMPANY SEMI-ANNUAL INTE				(2,400.00)	2,400.00	25,897.10
RANGE							-	-	24,901.51	-	64,800.00	25,897.10
							-	-	24,901.51	-	64,800.00	25,897.10

OPEN SPACE MEETING – June 12, 2023

Members Present: Messrs. Sabatini, Morytko, Duch, Raffay, Yappen; Mayor Rubenstein

Members Absent: Mr. Bonker **Also present:** Caitlin Phillips

Mr. Morytko called the meeting to order at 7:00 p.m.

OS Financial Status Report:

Reserve for OS- \$413,400.48 / Reserve for Debt Service- \$88,297.10

Mr. Morytko noted the debt service went down. Mr. Sabatini said the most recent expenses were from the trails.

Approval of Minutes – February 13, 2023 & April 10, 2023 Minutes

Mayor Rubenstein motioned to approve the minutes, seconded by Mr. Raffay. All were in favor.

OLD BUSINESS

Township Park Updates (Ash Tree Removal in CO Johnson and Tamarack Park / Basketball Court in CO Johnson Park)

Mr. Sabatini said ash trees at risk of coming down were removed along trails, the entrance to CO Johnson, the edge of Roseville Road, and Tamarack trail.

Mr. Sabatini said nothing is needed from the Open Space Committee for the basketball courts. The Council is proceeding with renovating the courts, with an estimate of \$75,000. Mr. Morytko confirmed this a replacement. Mr. Yappen noted concerns of inflation, since the tennis courts from a few years ago were \$50,000. Mr. Duch asked if the ground is uneven, since they need to regrade. Mr. Sabatini said there are cracks along the court, so it needs to be built up with stone at the base. Mr. Raffay noted this is one of the most-used facilities. He motioned to support this project, seconded by Mr. Yappen. All were in favor.

Mr. Sabatini noted the Council requested 4 benches be put outside the tennis courts. Bleachers also need to be removed and replaced for safety reasons, which will cost an estimated \$60,000. There was also Council discussion of CO Johnson Park playground updates. The bleaches needing replacement are seven sections at Neil Gylling and CO Johnson, for the football and baseball fields. Mr. Duch confirmed there isn't new construction proposed in this area. Mr. Yappen asked who said this needs to be done and why. Mr. Sabatini said this came up at their annual safety meeting; their risk manager inspected areas and found sections not in code that need to be removed immediately. Mr. Duch said he'd like to review the report before authorizing this. Mr. Sabatini noted there are possible additional requirements for the bleachers from the senator's office, so he wants to make sure the bleachers comply with what those requirements may be. Mr. Yappen confirmed some areas have a place to sit, and asked what the sports groups thought. Mr. Morytko said they understand the safety aspect, and he noted this adds value to the area. Mr. Sabatini said this is on the agenda for a Council meeting. There will be general leveling done to help with sightlines. Mr. Duch confirmed this can be installed without impact to other programs, and asked if they considered removing extra rows. Mr. Sabatini said they can't retrofit these—it's a risk and liability. Mr. Raffay noted the state has been after this for a while. The Committee noted their support for the bleacher project.

Grant Updates (Trail Building)

The Committee discussed the progress with trail marking at the Cranberry extension and the dog park. Mr. Sabatini said everything has been done for the grant project.

OLD BUSINESS

Approval of bow hunting on Open Space parcels

Mr. Sabatini said this doesn't address the deer population to an effective level, including the time to register people and manage everything. Mr. Morytko noted if there is an issue, it is likely with someone that hasn't registered. Mr. Sabatini said there were 18 people registered last year. Mr. Morytko said signage may help catch people's eyes, since it would be new. Mr. Duch added the New Jersey Conservation Foundation has signs now. Mr. Sabatini noted they've never given permission to hunt of the easement. Mr. Morytko said they should allow hunting except on Tamarack, and put up new signs that say "no hunting" for Tamarack. Mr. Duch said there should be signs in all the locations. Mr. Morytko said they can ask Heather what that would entail and provide a recommendation to the Council. Mr. Sabatini motioned for this to occur, seconded by Mr. Yappen.

Historical Society Grant Request

Mr. Duch said the trail building has been going well and asked how the grant is proceeding. Mr. Sabatini said the end items are at the County, with a main item being signs. They asked for what the appropriate signs would be because they've been trying to order them. The County hasn't provided what the signage should be, and this has been escalated a few times. If work is done with Green Acres funding, it needs to have their signage. The trails were blazed, and they need to schedule work on the Johnson parcels. There will be ongoing work for volunteers. Mr. Sabatini added that scouts have been working on a kiosk at Tamarack.

Mr. Duch said trails day with the Environment Commission went well. They spent 50 hours in planning and execution of the project, and had a great turnout with 15 volunteers.

Mr. Sabatini said for the grant request, it's the same as last year. They didn't use Open Space funds last year, and the Council approved up to \$6,000. They need to submit the application by the 13th or 14th, but haven't received anything yet. Mr. Sabatini said this round of funding is coming from the Open Space Committee, and is for a tourism grant. Mr. Yappen said the NJ Department of Travel and Tourism helps with historical projects. The Historical Society applied last year and received \$19,000, with Byram giving 25%. They do history-based events like Canal Day and have a fundraiser in September, along with a dragon boat race. He asked if there's a limit from the council for use of Open Space funds. Mr. Sabatini said the Council never articulated that.

OPEN TO THE PUBLIC

No one was there from the public.

ANY OTHER BUSINESS THE COMMITTEE DEEMS NECESSARY

None discussed.

ADJOURN –Motion by Mayor Rubenstein, second by Mr. Sabatini, to adjourn the meeting at 8:06 p.m. All members in favor. Motioned carried.