

**TOWNSHIP OF BYRAM  
TOWNSHIP COUNCIL MEETING  
DECEMBER 3, 2024  
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, 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, here; Mayor Rubenstein, here. Also present was Township Manager Joseph Sabatini, Township Attorney Tom Collins and Township 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
  - Professionals (Township Planner)
  - LVRHS Shared Service Agreement
- b. Litigation
  - Block 330 Lot 1.07 (TSC#2021-007)

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 3, 2024.

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 7:38 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. With addition to Resolution 208-2024 accepting retirement of Chief of Police

|         | 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** – December 17<sup>this the</sup> last meeting of the year. The reorganization meeting will be January 7<sup>th</sup> with a 7:30 pm start and the budget workshop meeting on January 21, 2025.

**Mayor Rubenstein** – attended a DEP grant information session last week. There are grants available for tree removal and park development. Mayor Rubenstein sent a draft of conceptual plans of the Police Department to the township council that can be discussed at the last meeting in December when the Chief of Police is available.

**Councilwoman Franco** – On Sunday, Recreation worked with the Byram Township Fire Department and put on a very well attended Tree Lighting. The Recreation Department handed out 100 gift bags containing crafts, holiday notepad with pencil, coloring book with crayons, and other fun items to all the children. After the tree was lit everyone headed inside to meet Santa and receive a stuffed gift and a candy cane. Everyone was entertained by the Lenape Valley HS Choir who sang many carols. It was a great time for all who came out.

The Recreation Department is selling tickets for:  
Disney on Ice- January 4- 7pm show- \$49 each  
Devils vs. Panthers- January 14- 7pm - \$64 each

Some of our Spring selections are out, they include:  
Philadelphia Flower Show- March 3, \$67 each includes bus  
Plant Workshop Series- March 12 & 13, June 11 & 12, Sept. 10 & 11, and Dec. 10 & 11  
Country Line Dancing for Beginners- 6-week series January and February  
Spring Tennis, Pickleball, and Basketball lessons will begin in late April.

The Holiday Decorating Contest is in full swing, and entries will close December 13th. Winners will come to our meeting on December 17th.

On Sunday Deb will be taking the 1<sup>st</sup> of 2 bus loads into NYC to see the Radio City Christmas Show. Both trips have sold out.

At the Recreation Committee meeting on December 10<sup>th</sup>, they will be going over event dates for 2025.

**Councilman Gallagher** – There is a Byram Board of Education meeting December 4th. Santa around town 21<sup>st</sup> and 22<sup>nd</sup>

**Councilman Proctor** – at the last Planning Board meeting two applications both approved. There will be two more residential applications at the meeting this Thursday.

**Councilman Roseff** – Historical Society had their yearly fundraiser that was very successful.

**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 18, 2024, Regular & Closed Session Meeting Minutes - Motion by Councilwoman Franco, seconded 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. 199-2024 – Application to apply for NJDCA Grant for CO Johnson Park Improvements
- B. Resolution No. 200-2024 – Resolution Authorizing the Refund of Redemption Monies to Outside Lien Holder – Block 110 Lot 17, 6 Hickory Trail
- C. Resolution No. 201-2024 – Resolution Authorizing the Execution of a Lease Agreement to Support the Waterloo United Methodist Church (WUMC) Neighborhood Pantry. January 1, 2025-December 31, 2025
- D. Resolution No. 202-2024 – Resolution Authorizing the Refund of Monies to Outside Lien Holder – Block 330 Lot 1.07

E. Resolution No. 203-2024 – Resolution of the Township of Byram, County of Sussex, State of New Jersey “Authorizing a Refund for Duplicate Payment for 3<sup>rd</sup> Quarter 2024”

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

**RESOLUTION NO. 204-2024** - Resolution Supporting Amendment of the Fair Housing Act (FHA) as Proposed by the New Jersey Institute of Local Government Attorneys (NJILGA)

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

**RESOLUTION NO. 208-2024** - Resolution Affirming the Retirement of Byram Township Chief of Police – Dan DeWald

|         | 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** – December 3, 2024 – 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  |                     |                      |                    |                   |                  |

**ITEMS FOR DISCUSSION**

**CO Johnson Park Highlands Grant Project –**

The following report was provided by Mayor Rubenstein:

*As discussed at the last council meeting, Jack and Alex met with Joe on 11/25 to come up with a framework of how to move forward with the CO Johnson plan and how we should proceed with the DEP for permitting.*

*The following points, which results in a reduction in scope for COJ were agreed upon:*

- *The plan should include the dog park with a parking lot across the street from COJ, as originally discussed.*
- *Walking paths in the park should be upgraded and enhanced, including the ability of maintenance vehicles to make their way around the park as needed.*
- *Include the “ring road”, which would be a one-way access around the park (anticlockwise) from the upper parking lot to the back gravel lots, around field 8. This should also include parking on the southern end of CO 8.*
- *Replacement of, and installation of, a new, announcer stand on the existing 80-yard football field, and CO 8. This should be a more cost-effective approach. In my investigation over the last few months, it would seem that a custom, two story shed could be used to accomplish this far more economically than originally proposed.*
- *Replacement of existing lighting on the football field, and new lighting on Baseball Field 2. Again, the approach should be using alternative methods resulting in a more economical solution.*
- *Installation of irrigation on Field 4, 6 and 7.*
- *Eliminate the concept of a sister field and relocation of the detention basin.*
- *Discussion needed about better parking lot lighting.*

*We have not met with Denis at F&P yet. We felt it would be appropriate to discuss this further with the council to make sure there is consensus that this reduced scope is acceptable to all. Once that is reached, the intention is that we would meet with Denis (and potentially Highlands if thought needed) to modify the scope and get this project moving along.*

Councilman Proctor asked why the field house was not in the scope. Mayor Rubenstein said they do not need F&P for that. That will be a different scope.

Councilwoman Franco asked about the reconstruction of the stormwater retention basin. Mayor Rubenstein felt that this is not something that can be changed affordably with the DEP and their set dimensions.

Councilman Proctor asked if there was any desire to light the tennis courts. Mr. Sabatini said that the park closes at dusk so therefore there isn't a need to invest money in that. Lighting can always be done as a separate project if decided on later.

Councilman Roseff stated that this will now be the new plan under the highlands funded grant and replaces the generalizations previously presented and asked how they would be grouped for implementation purposes. Asked if they have commitment from the Football league to move back to CO Johnson Field.

Mayor Rubenstein and Councilman Gallagher will meet and work with Denis to get the scope approved.

**FUTURE AGENDA ITEMS**  
Police Department Plans and Estimator

There was a discussion on ETG and the new regulations that will take place as of January 1<sup>st</sup> for connections to the house. There is also rumor that they are not committing to Cranberry Lake. Mr. Sabatini has been in contact with ETG and is not getting a response.  
Mayor Rubenstein will reach out to ETG to get more clarification to what is happening with installations.

**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.

**RESOLUTION FOR EXECUTIVE SESSION** – Motion by Councilwoman Franco, second by Councilman Proctor, to go into executive session and adopt the below resolution.

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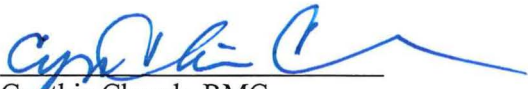
Cynthia Church, Municipal Clerk

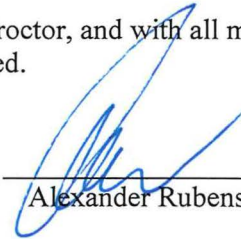
|         | Councilwoman Franco | Councilman Gallagher | Councilman Proctor | Councilman Roseff | Mayor Rubenstein |
|---------|---------------------|----------------------|--------------------|-------------------|------------------|
| Motion  | x                   |                      |          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

**RETURN TO OPEN SESSION** - Motion by Councilwoman Franco, second by Councilman Proctor to return to open session at 10:20 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 10:20 p.m. All members were in favor. Motion carried.

  
Cynthia Church, RMC  
Township Clerk

  
Alexander Rubenstein, Mayor