



**HAROLD E. PELLOW & ASSOCIATES, INC.**  
CONSULTING ENGINEERS · PLANNERS · LAND SURVEYORS  
ESTABLISHED 1969

HAROLD E. PELLOW, *PRESIDENT*  
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ANN PELLOW WAGNER  
NJ – C.L.A., VA – C.L.A., PA – C.L.A.  
(5/26/84 – 7/27/89)

DAVID B. SIMMONS, JR., *VICE PRESIDENT*  
NJ – P.E. & L.S., NJ – P.P., NJ – C.M.E.  
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CORY L. STONER, *EXEC. VICE PRESIDENT*  
NJ – P.E., NJ – C.M.E.  
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MATTHEW J. MORRIS  
NJ – L.L.A., NJ – P.P.

THOMAS G. KNUTELSKY, *ASSOCIATE*  
NJ – P.E.

January 18, 2016

Via Email (jsabatini@byramtwp.org)

**MEMORANDUM TO:** Mr. Joseph Sabatini, Byram Township Manager

**FROM:** Cory L. Stoner, P.E., C.M.E., Byram Township Engineer

**SUBJECT:** Engineering & Construction Projects for 2016  
Byram Township, Sussex County

Dear Joe:

As requested, I have put together a list of projects and engineering activities that may be considered in the 2016 Byram Township Budget. The list of these projects and activities is as follows:

**1. Improvements to Amity Road – Phase II/III**

The first phase of Amity Road (between Roseville Road and Stag Pond Road) was milled and resurfaced in 2015. The length of this project was approximately 0.55 mile. The remaining portion of Amity Road (between Stag Pond Road and Lee Hill Road) was last improved in 2004 and 2006 and is approximately 1.45 mile in length. It is recommended that this last section of Amity Road be targeted for improvement in 2016. A 2016 NJDOT Municipal Aid Grant application has been submitted for this project in the amount of \$220,000.00 for this project.

Construction Costs .....	\$250,000.00
Contract Bidding, Construction Inspection & Management .....	\$ 15,000.00
<b>Total Estimated Costs .....</b>	<b>\$265,000.00</b>

**2. Improvements to Lynn Drive & Associated Roadways – Phase I**

While the Township has been diligent in maintaining the major roadways with the Township over the past years, the residential streets in the northern portion of the Township are beginning to show significant deterioration. One of the portions of Byram Township where the roadways are showing considerable deterioration is the Lynn Drive area of the Township. Due to the degree of deterioration along this roadway, it is recommended that the following roadways be considered for milling and resurfacing in the near future: Lynn Drive, Catherine Terrace, Carlisle Drive, Douglas Terrace and Susan Lane.

Due to the length of Lynn Drive (1.2 mile) and the number of intersecting roadways, it is recommended that the improvements be constructed over two years. I recommend the following improvements in this area over the next two years:

	<u>2016</u>	<u>2017</u>
Drainage Improvements Various Streets:	\$ 50,000.00	
Milling & Resurfacing – Lynn Drive Phase I:	\$120,000.00	
Milling & Resurfacing – Lynn Drive Phase II:		\$150,000.00
Milling & Resurfacing – Susan Lane:	\$ 30,000.00	
Milling & Resurfacing – Catherine Terrace:	\$ 30,000.00	
Milling & Resurfacing – Douglas Terrace:		\$ 50,000.00
Milling & Resurfacing – Carlisle Drive:		<u>\$ 40,000.00</u>
	<u>\$230,000.00</u>	<u>\$240,000.00</u>

As shown above, the total costs for improvements to the roadways in the vicinity of Lynn Drive would be **\$230,000.00** in 2016. It should be noted that prior to the resurfacing of Lynn Drive, repairs need to be completed to the drainage catch basins that exist along this roadway. This work was bid in 2015 but the bids were rejected because they exceeded the budget that was already established for this work. This work is being rebid this winter when more favorable bids are anticipated.

**3. Improvements to Forest Lake Drive**

In order to continue with the 10 Year Roadway Improvement Plan, the Township has implemented a chip seal program that was started in 2012. This program has provided the Township with a means to extend the life of the roadways and provide the Township with a long term method of keeping up with the maintenance of its roadway infrastructure.

In 2016, I am recommending that the Township continue this program and complete the resurfacing of Forest Lake Drive. For this roadway, however, I am recommending that the Township consider chip sealing this roadway and then applying an additional layer of microsurfacing. This procedure is known as a “cape” seal. The advantage of this procedure is to extend the length of the roadway additional years over a standard chip seal procedure and also address issues that have occurred related to loose stone, bleeding of oil and migration of loose stone into the Township drainage system. The estimated cost for “cape” sealing Forest Lake Drive is as follows:

Construction Costs .....	\$ 90,000.00
Contract Bidding, Construction Inspection & Management.....	<u>\$ 10,000.00</u>
<b>Total Estimated Costs .....</b>	<b><u>\$100,000.00</u></b>

It should be noted that in order to mill and resurface the roadways listed above, the cost to the Township would be approximately \$270,000 and the anticipated life cycle would

be approximately 12 years before additional improvements would be needed.. The anticipated life cycle for this cape seal procedure is approximately 6-8 years.

4. **Additional Improvements at Tamarack Park**

a. **Parking Lot Paving/Surfacing at Tamarack Park**

In order to keep construction costs down, the parking lots constructed as part of the Tamarack Park project consist of gravel base material. This material provides a good stable base for the parking lot and will be sufficient for vehicle traffic that will enter the two parking areas. The problem with a gavel base is that the repeated use of the parking lot will eventually result in a rough and uneven surface. This occurred within the large gravel lot at Carl O. Johnson Park and the Township surfaced this parking lot with millings and bituminous chip seal a few years ago to address this issue.

Before the park begins to be used for recreational purposes, I recommend that the Township consider paving or bituminous chip seal surfacing these parking lots. A review of the costs that would be incurred for either of these options is as follows:

Asphalt Paving (with parking space striping) .....\$ 50,000.00  
Or  
Bituminous Chip Seal (no striping).....\$ 17,500.00

The advantage of the asphalt paving of the parking lots is that the parking lots can also be striped to control the location of parking within the Park property. The bituminous chip seal process will not allow for parking space striping but will provide a more stable parking lot surface that will guard against the parking lots from being rough and uneven.

b. **Heavy Duty Gates for Tamarack Park**

In order to control the use of the park after hours and during periods of the year when the park is not in service, it is recommended that the Township consider installing gates at the entrance of both of the Park driveways. Because of the width of each of the entrance driveways, two (2) heavy duty steel gates would be constructed at both driveway entrances. It is estimated that the cost of constructing these gates would be \$10,000.00.

c. **Capping Existing Well**

The well for the former dwelling that existed on the property will need to be capped in accordance with State regulations. In 2013, our office tested the existing well and found that it was not capable of providing adequate water volumes for the irrigation of the two new fields. Therefore, it is recommended that this well be capped and a new well be drilled. The cost to cap the existing well is estimated at \$3,000.00.

d. **Drilling of New Well**

Prior to capping the existing well, it is recommended that a hydrogeologic study be performed to determine the best location of a new well. Once a suitable location is determined, a new well can be drilled to replace the existing well. It is estimated that the following costs would be incurred for the study and the drilling of a new well:

Hydrogeologic Investigation .....	\$ 5,000.00
Well Drilling (Bidding and Construction Management) .....	\$ 25,000.00
<b>Total Estimated Costs .....</b>	<b>\$ 30,000.00</b>

Note: These costs do not include the cost of irrigation pumps or tanks that may be required for the final irrigation of the new fields. The scope of these items will not be needed until the well is drilled and the capacity of the new well is needed.

5. **Drainage System Improvements:**

a. **Jet Vac Stormwater Cleaning Services**

In 2014 and 2015, the Township had an outside company perform jet vac stormwater basin/pipe cleaning in order to remove silt and sediment from various drainage systems in the Township. The cleaning of these basins and pipes has allowed the Road Department to identify basins to be repaired and has helped reduced the silt and sediment that is washing into various streams and lakes within the Township.

With approximately 850 catch basins under Township jurisdiction, I recommend that this process be continued in 2016. Assuming 5 days of jet vac services similar to what was completed this year, it is recommended that **\$10,000.00** be budgeted for this work.

b. **Lake Community Inlet Retrofits**

An on-going concern in Byram Township is the runoff of silt and sediment into the lakes. There are a number of structural methods that serve to help address this issue. Many methods, however, include filter systems that are very expensive and hard to maintain. I therefore recommend that the Township consider starting an inlet retrofit program that would replace drainage basins with structures that would include sump or baffled bottoms that would be easy to maintain over time.

A sump bottom structure is simply a drainage basin with a bottom elevation that is positioned at a certain depth below the invert of the outlet pipe. With this type of structure, stormwater would plunge into the structure, silt to settle on the bottom, and stormwater would flow out of the structure with a reduced concentration of silt and sediment. An approximate cost would be \$1,200 per structure. A baffled bottom structure would be an oversized catch basin that would include two chambers separated by a concrete baffle or

weir. The purpose of this structure would be the same as the sump but would include a second chamber separated by a baffle or weir. This structure would increase the level of sediment removal, would reduce the outflow of floatable solids and would cost approximately \$3,000 per structure.

The above costs assume that the Byram Township Road Department will assist in the installation of the catch basin structure. If such a program is desirable, I would recommend that the Township budget **\$15,000.00** in 2016 for the start of such a program.

c. **Engineering Study of East Brookwood Estates Drainage Issues**

The Council may want to consider a detailed study of the drainage problems that exist within the East Brookwood Estates section of the Township. This study would specifically review the drainage system that collects stormwater above Ross Road and conveys the stormwater toward Lubbers Run below Brookwood Drive. The study would involve a detailed review of the existing drainage network, field visits to review drainage areas, preparation of potential improvement concepts and cost estimates for budgeting purposes. It is estimated that this study will cost **\$10,000.00**.

I have reviewed the drainage issues several times and I believe that a portion of the drainage areas above Ross Road may be able to be redirected to other drainage discharge locations to the east. The study will determine whether redirecting stormwater will be practical, determine what impacts to other properties will occur, outline what environmental permits may be required, outline what work items can be completed by the Township Road Department, and provide cost estimates for future work activities.

6. **Miscellaneous Engineering & Surveying**

a. **NJDEP Municipal Stormwater Permit**

Work will be continued to aid the municipality in fulfilling the requirements of the Municipal Stormwater permit. It is estimated that work performed by HPA to aid the Township in fulfilling the permit requirements will be approximately **\$2,000.00**.

b. **Stormwater Inlet & Outfall Mapping**

The Township's Municipal Stormwater Permit requires that all inlets and outfalls be shown on mapping to be used by the Township Road Department during the year as they clean and maintain the approximately 850 structures that exist today. My office has been including these inlets on base maps over the years but does not a fully prepared map for the Township Road Department's use. It is recommended that funding be secured so that this map can be prepared in 2016. The work to be performed will include the preparation of a GIS map with all drainage structures, outfall structures and drainage pipes located with the

Township. It is estimated that work performed by HPA in order to prepare the stormwater inlet and outfall maps for the Township is **\$3,000.00**.

c. **Miscellaneous Roadway & Drainage Issues**

A number of roadway and drainage issues come up each year which I assist that Township Manager and the Road Department Supervisor with. It is recommended that **\$5,000.00** be set aside for miscellaneous work items that may come up during the year related to roadway and drainage problems in the Township.

d. **Tax Map Maintenance**

In order to continue with the maintenance of the tax maps, it is recommended that **\$4,000.00** be budgeted in 2016 for miscellaneous tax map changes.

I trust this list that will aid the Mayor and Council in establishing the municipal budget for 2016. If you have any questions regarding any of the above listed items or would like to meet to discuss any of the proposed work activities in greater detail, please do not hesitate to contact me.

Very truly yours,



Cory L. Stoner, P.E., C.M.E.  
**HAROLD E. PELLOW & ASSOCIATES, INC.**  
Byram Township Engineer

## **Cape Seal**

A Cape Seal is the combination of the Chip Seal and Slurry Seal applications. The Chip Seal portion of this application helps provide a waterproof membrane to repel moisture from entering the sub-grade and adds elasticity to prevent reflective cracking from showing through the new surface. After the Chip Seal process has been completed, Slurry Seal will then be applied within 48 hours to hold the loose chip material in place and also provide a smoother texture for the final product.

### **Benefits of Cape Seal:**

- Extends the life of an existing asphalt surface and is more durable than a standard Slurry Seal
- No milling or utility adjustments are required
- Significantly reduces cracking that appears overtime
- Strong usage for residential streets due to its ability to provide the strength of a Chip Seal with the smoothness of a Slurry Seal
- No structural damage from snowplows

*Best Suited for: Residential Streets, Collector Streets, Large Parking Lots, Industrial/Commercial Streets and High Volume Roads.*

<http://www.a-1chipseal.com/Services/CapeSeal/tabid/109/Default.aspx>



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THOMAS G. KNUTELSKY, *ASSOCIATE*  
NJ - P.E.

November 12, 2015

Via Email (jsabatini@byramtwp.org)

**MEMORANDUM TO:** Mr. Joseph Sabatini, Byram Township Manager

**FROM:** Cory L. Stoner, P.E., C.M.E., Byram Township Engineer

**SUBJECT:** Proposed Guide Rail Improvements  
For Bridget Way & Stonehedge Lane  
Byram Township, Sussex County  
HPA No. 15-013

Dear Joe:

As requested, I have prepared an estimate of the costs that would be incurred to replace the deteriorated wood beam guide rail located along Bridget Way and Stonehedge Lane. Below is a summary of these costs:

1.	Weathered Steel Beam Guide Rail: 955 L.F. x \$25/L.F. ....	\$24,875.00
2.	Guide Rail End Treatments: 6 units x \$2,300/unit .....	\$13,800.00
		<u>\$38,675.00</u>

As shown above, the estimated cost for the replacement of the existing wood beam guide rail with a weather steel beam guide rail would be approximately \$39,000. For budgeting purpose I would use this number and add \$3,000 for our firm to bid the project, make a recommendation of award and inspect the guide rail during installation. The total budget amount for this work would then be **\$42,000.00**.

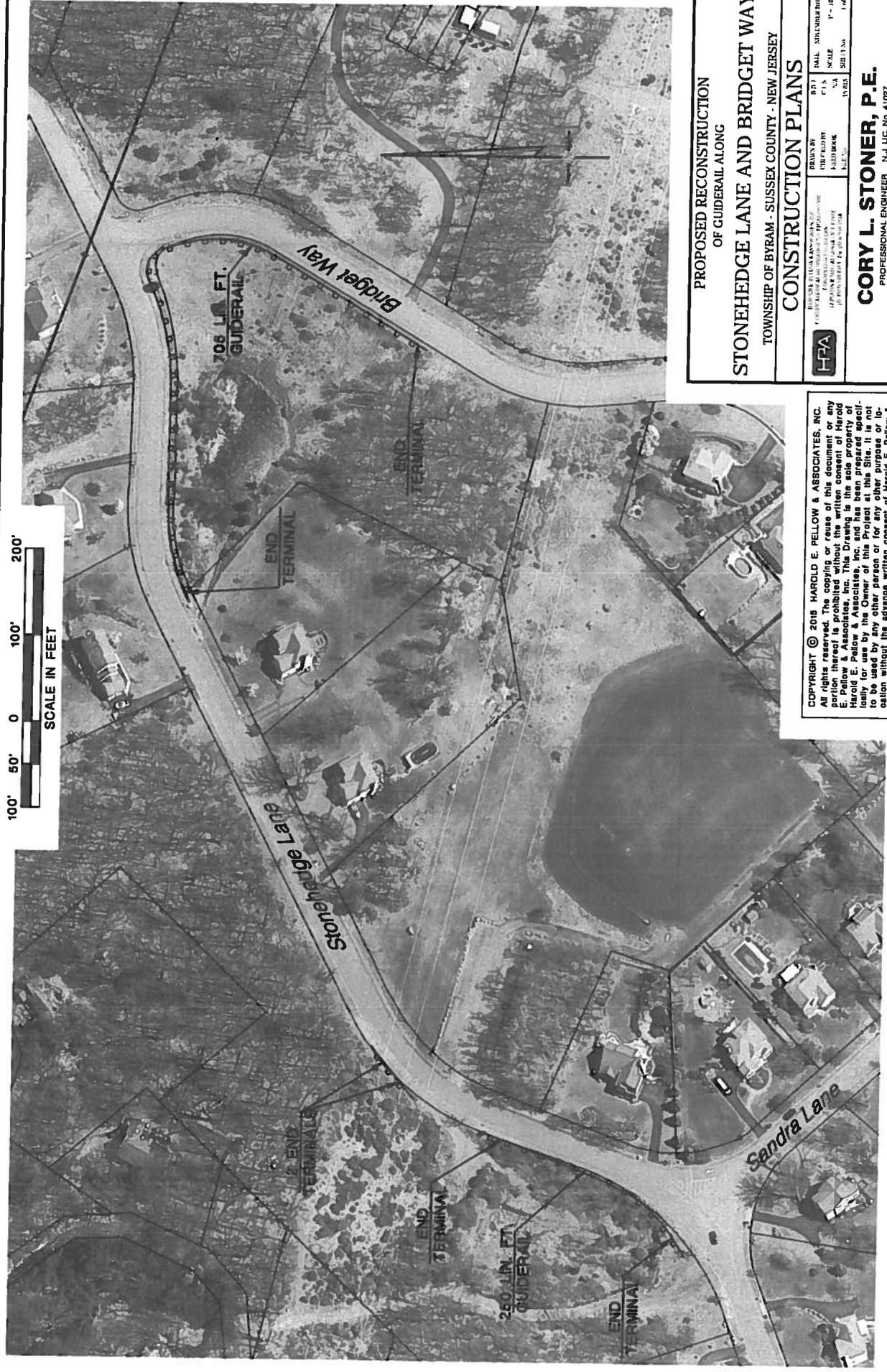
If you have any questions regarding the estimate listed above, please feel free to contact me.

Very truly yours,

Cory L. Stoner, P.E., C.M.E.  
**HAROLD E. PELLOW & ASSOCIATES, INC.**  
Byram Township Engineer

CLS:cls  
K:\PROJECTS\MUNICIPAL\BYRAM\COUNCIL\15-013 - 2015 BYRAM TOWNSHIP COUNCIL\SABATINI - BRIDGE & STONEHEDGE LN GUIDE RAIL.DOC

Enclosure (*Guide Rail Location Sketch*)



**PROPOSED RECONSTRUCTION  
OF GUIDERAIL ALONG  
STONEHEDGE LANE AND BRIDGET WAY  
TOWNSHIP OF BYRAM - SUSSEX COUNTY - NEW JERSEY  
CONSTRUCTION PLANS**

<b>HFA</b> HARDY & FELLOW & ASSOCIATES, INC. 1000 W. 10TH AVENUE, SUITE 100 DENVER, CO 80202	DESIGNED BY	DATE
	CHECKED BY	SCALE
	DATE	SCALE
	DATE	SCALE

**CORY L. STONER, P.E.**  
PROFESSIONAL ENGINEER N.J. LIC. NO. 41027

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Public Service Electric and Gas Company  
Delivery Projects & Construction  
100 Eagle Rock Ave., Suite 125, East Hanover, NJ 07936

October 9, 2015

Joseph W. Sabatini  
Township of Byram  
10 Mansfield Drive  
Stanhope, New Jersey 07874

**Re: PSE&G's Susquehanna-Roseland Project (the "Project")  
Byram Township, New Jersey**

Dear Mr. Sabatini:

Per our letter dated April 16, 2015, PSE&G previously agreed to pay Byram Township as follows:

- Basketball Court Paving - \$26,000
- Allowance for Landscaping around basketball courts - \$3,100
- Total: \$29,100

At that time, Byram Township did not accept the check since the Township Engineer was not satisfied with the restoration work performed by the Project. PSE&G subsequently re-performed that restoration which was successfully completed to the satisfaction of your Township Engineer.

As agreed, enclosed is the check for the previously agreed to amount of \$29,100. The agreed upon amount covers the cost of relocating the basketball courts and for the landscaping around the courts. This check, once accepted by the Township, fully resolves all issues associated with the Project in Byram Township.

Once again, please be advised that the Township must follow the PSE&G approved plan for the basketball courts, attached hereto as Exhibit A.

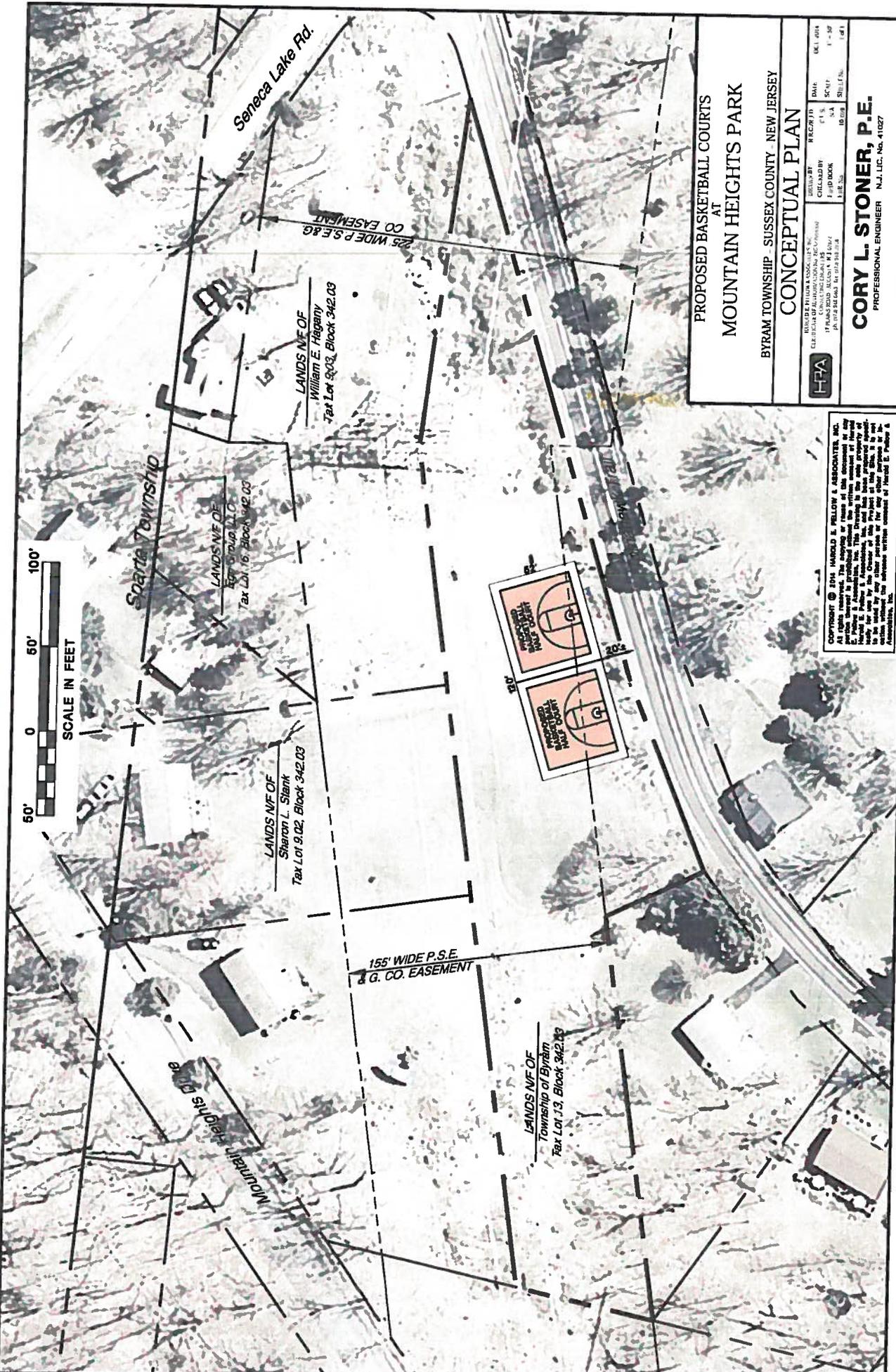
If you have any questions or need additional information, please contact me at 732-778-1298 or [jason.kalwa@pseg.com](mailto:jason.kalwa@pseg.com).

Respectfully submitted,

Jason Kalwa

cc: Thomas Collins, Esq., Township Attorney, (via electronic mail)  
David K Richter, Esq. PSE&G (via electronic mail)  
George Sous, Director RPA, PSE&G (via electronic mail)

# Exhibit A



**PROPOSED BASKETBALL COURTS  
AT  
MOUNTAIN HEIGHTS PARK**

BYRAM TOWNSHIP - SUSSEX COUNTY - NEW JERSEY

**CONCEPTUAL PLAN**

<b>HFA</b> HAROLD E. FELLOW & ASSOCIATES, INC. CERTIFIED PROFESSIONAL ENGINEER 1000 W. 10TH AVENUE, SUITE 100 DENVER, COLORADO 80202	ISSUED BY	DATE
	DESIGNED BY	DATE
	CHECKED BY	DATE
	DATE	DATE

**CORY L. STONER, P.E.**  
PROFESSIONAL ENGINEER N.J. LIC. No. 41827

DATE \_\_\_\_\_

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# Byram Township Fire Department

TO: Joe Sabatini and Ashley Frueholz

CC:, Mayor and Council

FROM: Todd Rudloff

SUBJECT: 3 Year Capital Plan (2016, 2017, 2018)

## 2016 Captain Request:

Upgrade the Air filling Station and bottles in Rescue 3. .....\$16,250

This upgrade coincides with the upgrade performed on the compressor to increase our filling capacity since the addition of our new SCBA from 2008-2010. Previous SCBA's operated at 2216 psi, new Scba's operate at 4500 psi.

This piece of equipment is used to fill our SCBA bottles when training and on the fire ground during major incidents. This upgrade will increase our operating pressure from 4500 PSI to 6000 psi. This will allow for the bottles filled completely to 4500 psi without the use of a separate booster pump that we currently operate.

Rescue Tool upgrade: .....\$22,350

With the new engine 4 coming the room is now available to upgrade the Rescue tools on that truck. This upgrade will replace 16-year-old tools that do not have the capacity to cut through and or spread the new exotic metals in today's vehicles. These metals are in all cars and consist of Boron Steel, Martinsite Steel and a few other metals. This truck currently serves as first line Rescue for all motor vehicle accidents on that side of town until Rescue three arrives as well as backs up rescue three on all entrapment calls.

**TOTAL CAPITAL REQUEST: \$38,600**

**2017 Captain Request:**

Engine 6 Replacement.....\$450,000

Engine 6 will be 25 years old in 2017. This truck has plagued the fire department and the municipality with large repair bills. At the time of the purchase \$10,000 was saved by not adding the cab tilt option to reach any repairs on the motor area. We have had two repairs where the entire cab needed to be lifted off the truck resulting in over \$10,000 in repairs both times. By Replacing this engine with will reduce maintenance bills, increase member’s safety with new NFPA standards, and help reduce the ISO rating.

**TOTAL CAPITAL REQUEST: \$450,000**

**TOWNSHIP OF BYRAM**

MUNICIPAL BUILDING  
 10 MANSFIELD DRIVE  
 STANHOPE, NJ 07874  
 PHONE: (973) 347-2500

TAX ID #22-6001-696

REQUISITION NUMBER ( Finance Dept Use Only)

VENDOR:

Eastern Fire Equipment Services  
 326 Pleasant View Rd  
 New Cumberland PA 17070

SHIP TO:

TOWNSHIP OF BYRAM  
 10 MANSFIELD DRIVE  
 STANHOPE, NJ 07874

REQ DATE			DEPT:		
ITEM	QTY	UNIT	DESCRIPTION OF MATERIALS OR SERVICE	UNIT PRICE	AMOUNT
	1		New Engine 4- headsets	5291.65	5291.65
			Intercom 51000 - transmitter		
			Driver - wireless head set		
			OFFICER SEAT - wired head set		
			Jump Seat - wired head set		
			Installed by vendor		
APPROPRIATION CHG			AMOUNT	TOTAL	5291.65
Eng 4 Capital					

*[Signature]*  
 Signature

1/30/16  
 Date

**RECEIVED**  
 FEB 01 2016  
 TOWNSHIP OF BYRAM  
 PURCHASING

**COPY**

One Quote



326 Pleasant View Road  
New Cumberland, PA 17070

# Quotation

Date	Quotation #
1/29/2016	1626

Name / Address
Township of Byram 10 Mansfield Drive Stanhope, NJ 07874

Terms	Rep
Net 30	RS

Qty	Item	Description	Price	Total
	5100-DW51S-O51-4JS52	<p>5100D FIRECOM INTERCOM SYSTEM system complete designed for six persons as per the following:</p> <ul style="list-style-type: none"> <li>-INTERCOM: 5100D Digital intercom with single radio monitor and transmit selector switch. Touch pad adjustable volume and squelch with advanced digital signal processing noise reduction.</li> <li>-DRIVER: Wireless under-helmet style headset. Communicates over radio with red push-and-hold radio transmit button. One slotted dome without speaker. Full duplex intercom plus listen-only radio in intercom mode.</li> <li>-OFFICER: Wired Under-helmet style headset with Glove-Rugged plug. Communicates over radio with red push-and-hold radio transmit button. Full duplex intercom plus listen-only radio in intercom mode.</li> <li>-JUMPSEATS: Wired under-helmet style headset. No radio transmit over intercom with black push and hold talk button. Full duplex intercom when push button is engaged, listen-only intercom when button is not engaged.</li> <li>-INSTALLED: Installation of quoted components and all travel time. Price does not reflect costs incurred to troubleshoot/repair any preexisting radio interference or engine electrical noise.</li> </ul>		5,291.65

Any questions, please contact Ray Smeriglio directly at 717-554-1096...Thank you!

**Total** \$5,291.65

Phone #	Fax #	Plus Freight	Web Site
717-412-7746	717-412-7747	office@efesinc.com	www.efesinc.com

TOWNSHIP OF BYRAM  
NEW JERSEY

MAILING ADDRESS:  
10 Mansfield Drive  
Stanhope, NJ 07874  
Phone 973-347-7264  
Fax 973-347-6446



WEBSITE ADDRESS:  
[www.byramtwp.org](http://www.byramtwp.org)

1/14/2016  
Joe Sabatini  
Byram Township Manager

2016 Capital Project  
Replacement DPW Vehicles

After talking with Rich and Steve we felt that we would request to replace 3 vehicles in 2016.

P2	2006 F350 Ford flatbed 76,000 miles	Cab roof rotted and also flatbed.
P5	2006 F350 Ford flatbed 86,000 miles	Same issues
M6	2005 F550 Ford mason dump -47,000 miles	Dump body rotted & major engine repair 1 under warranty and 2015 \$3400.00 motor repair.

I would be looking to replace the 2 F350 1 ton trucks with either F450 or 4500 Dodge a heavier cab and chassis to extended the use of the vehicle. The increase in GVW would be the only change they would still remain flatbed trucks.

The following is a ruff estimate to replace these vehicles I was able to get some verbal quotes and some current costs through co-op pricing. I am waiting for Sussex Cty. they are having a bid opening 2/2/2016 for the vehicles we are looking to replace.

To replace each P 2 & 5 estimate cost of about \$60,000 ea cab/chassis, rear body and plow. Total \$120,000.00  
Replacing M6 vehicle estimate cost through Morris Cty. Co-op #15- 5 plus plow Total \$ 74,000.00

I would round this off to \$200,000 for any additional equipment( radios, emergency lighting, etc.)

I understand that this is a large request however these vehicles are used daily and are coming to the end of there cycle. We also felt that we could extend the use of the 2 remaining large dump trucks D3 & 4 for a few extra years till 2018.

Sincerely



Adolf Steyh

Byram Township Dept. of Public Works

Byram Township Town Council  
Byram Township Municipal Building  
10 Mansfield Drive  
Byram Township NJ 07874  
Phone: (973) 347-2500

12/16/2015

RE: **Byram Recreation Committee recommendation to Byram Township for capital improvements to our town's recreational facilities. 4.01 FINAL DRAFT FOR REVIEW**

Dear Council,

The Byram Township Recreation Committee (BRC), on behalf of Byram Township residents would like to recommend to the Byram Town Council and other Town Departments and Committees the following prioritized plan for capital improvements to our town recreational facilities. We believe this plan not only represents the desire of the residents in Byram Township but it also improves the quality of life for our total population. It will act as a statement to all, residents and nonresidents that Byram is a desirable place to live, raise a family, visit, own a business and a town that is beneficial to be associated with both personally and economically.

The plan focuses around maintaining and improving our current recreational facilities (active and non-active). The plan requires a significant investment and funding for these capital improvements. The Recreation Committee prefers that all improvements are addressed in a single or two phased approach as this is a complete plan for the town. Leaving any part behind or delaying any part would affect the total plan and groups of individual's using these facilities. However, we understand that the town has limited resources and may need to put this plan into a multi-phased approach. For that reason we have prioritized each part of the plan into two levels. The first character in the priority key represents a suggested time-lined approach to implementing the plan. Under ideal circumstances we are recommending these dates be considered for the priority levels:

1. Priority Timing High 2017 or sooner
2. Priority Timing Strong, 2018 or sooner
3. Priority Timing Meaningful, 2019 or sooner

CO Johnson Park (COJ) has often been referred to as the "face of Byram" and our "recreational town center". It is our most used facility therefore much of this plan focuses on COJ. It is the BRC recommendation that the Township conducts a comprehensive assessment of these recommendations in the form of a professionally prepared master plan so that further priorities can be assigned in a realistic manner. We ask that this committee be actively involved with further discussions and prioritizing before, during and after a master plan is completed.

The second character in the priority key is placed on the need for the individual item. An outline of the priority levels is recorded below.

Sincerely,

***The Byram Township Recreation Committee***

DRAFT: Ver.4.01

Assessment authored by J.Figiel

## **Byram Recreation Committee recommendation to Byram Township for capital improvements to our town's recreational facilities.**

Priority Level – First character (Timing):

1. Priority Timing High, Importance to the community is significant and high. Need is significant for number of people and groups requiring these items. Timeline is urgent.
2. Priority Timing Strong, Importance to the community is desirable and formidable. Need is significant for the number of people and groups requiring these item: as lack of having this improvement would affect additional town oriented organizations and groups. Timeline is important as it will affect users of this item and others while a Band-Aid solution remains in place.
3. Priority Timing Meaningful, Importance to the community is desired. Need is important for the number of people and groups requiring these item: as lack of having this improvement would affect additional town oriented organizations and groups. Timeline is not consequential as it will not significantly affect users of this item.

Priority Level – Second character (Needs & Wants):

- A. Priority Need High – Public opinion is strong and often heard without solicitation.
- B. Priority Need Strong – Public opinion is strong when topic is open to discussion.
- C. Priority Need Meaningful – Public has requested, when the topic is being discussed.
- D. Priority Need Useful - Public has requested, but there is an understanding of cost vs. benefit so it might not be a top priority.

The BRC total plan for capital improvement to our town focuses on the four most visible and used (or required) recreational areas of our town. CO Johnson, the new Tamarack Park, Waterloo Park and our current “groomed” trails. These areas have high exposure inside and outside of our town and we believe they represent “the face of Byram” to all that use it.

- (1A) CO Johnson – COJ has often been referred to as the face of Byram and our Recreational Town Center, is our most used facility.
  - (1A) Field house upgrades
    - (1A) It is the RC opinion that the Field House, in its current condition is a detriment to our towns brand and it is nonfunctional to our community. It requires a complete overhaul. The question then becomes can it be gutted and renovated or should it be demolished and rebuilt. If renovation is not a feasible or cost effective alternative than a rebuild should include:
      - (1A) All items below
      - (1C) Possibly a larger multi-purpose room
      - (1C) Additional meeting rooms, possibly on a 2<sup>nd</sup> floor.
      - (1D) Roof top access to a safe and covered broadcast area.
        - Line of site and PA addressing football field.
        - Line of site and PA addressing baseball Field One (1).

- (1B) efficient ventilation, heating and cooling.
- (1D) Ability to view a projected video both inside and outside.
- (1D) Covered picnic or table area
- Items below should be considered for an upgrade with or without rebuild of the Field House
  - (1A) ADA Compliant
  - (1A) Bathrooms Renovations:
    - (1A) Accessible from both inside and outside the facility
    - (1A) Easy to clean and maintain
    - (1A) Open most if not all year long or at a minimum when park and facility is open
    - (1A) No danger of leaking into basement storage areas.
    - (1A) The BRC does not see the existing restroom as upgradeable and is recommending a complete modernization.
  - (1B) Kitchen Renovations
    - (1B) Use accessible from inside
    - (1B) Access accessibility from outside (same as current) with locking security window (upgraded from current).
    - (1B) Electrical current upgraded for needs and use of community.
    - (3C) Industrial and cost effective fundamental equipment (sink, oven {gas}, stove top, refrigerator).
  - (1A) Multi-purpose room upgrade.
    - (1A) Meaningful and secure access
    - (1A) Easy to clean and maintain and low maintenance design
    - (1B) WiFi
  - (1A) Storage Upgraded (up and down stairs)
    - (1A) Clean, well lit and safe
    - (1A) Free from risk of plumbing issues or water damage.
    - (1A) Meaningful and secure access
- (2B) Athletic Field Upgrades: \*The upgrade to COJ athletic field coincides with the upgrade of the new Tamarack Park as the sports and recreation centers of Byram. It has long been contested that we have too few athletic fields for the size and population of our town and the many youth and adult recreational sports/activities requiring use of these athletic fields. Today, all users are forced to share these limited resources, often limiting one or more organization to be left behind without appropriate facilities to use or limited times to use them. The overall plan focuses COJ fields as the football and baseball center for our town, and focuses Tamarack Park as the soccer, field hockey, and lacrosse centers of our town. Other sports and activities would of course have access and use of these fields as permitted and since COJ is our primary recreation park it should always be used as a multi-purpose venue for any major recreational or special event.
  - (2A) ADA Compliant
  - (2B) COJ should be equipped with electronic and automated lightning detection.

- (2B) Field 8 upgrade\*
      - (2B) Upgrade to drainage system to make the field usable under normal weather conditions.
      - (2B) Addition of a walking/running track
      - (2B) Stands, score board, broadcast station, shed, and gear (goals) appropriate for a primary town football field but also usable for a semi multi-sport environment (soccer, lacrosse, field hockey, etc. Not baseball).
      - (3D) Lights adequate to play night games.
      - (3C) Additional parking
    - (3C) Field 4 and Field 6 upgrade\*
      - (3C) F4 upgraded to accommodate 50/70 style baseball as well as standard 46/60 play
      - (3D) F4 Removable fence in outfield.
      - (3D) Lights adequate to play night games that accommodate both F4 (baseball) and F6 (multi-purpose).
    - (3D) Field 3 upgrade\*
      - (3D) Lights adequate to play night games.
      - (3D) Safe and finished paths for walking to the field that also aid in appropriate drainage.
    - (3D) Field 1 Upgrade
      - (3D) Lights adequate to play night games.
      - (3D) Safe and finished paths for walking to and around the backstop (possibly connecting to the path behind F4) and approaching the field from the field house area. This path should also aid in appropriate drainage
  - (2B) The new Tamarack Park (West)
    - (1A) ADA Compliant
    - (2B) Tamarack Park should be equipped with electronic and automated lightning detection.
    - (2B) Athletic Field Upgrades
      - (2B) Field (large field) upgrade\*
        - (2B) Stands, score board, broadcast station, shed, and gear (goals) appropriate for a primary town soccer, field hockey and lacrosse field but also usable for a semi multi-sport environment (Other recreational activities TBD)
        - (3D) Lights adequate to play night games
        - (3D) Addition of a walking/running track
        - (3D) Safe and finished paths for walking to and approaching the field that also aid in appropriate drainage
      - (3C) Field (smaller field) upgrade\*
        - (3C) Stands, score board and gear (goals) appropriate for a primary town soccer, field hockey and lacrosse field but also usable for a semi multi-sport environment (Other recreational activities TBD)

- (3D) Lights adequate to play night games
    - (3D) Safe and finished paths for walking to the field that also aid in appropriate drainage
  - Field house requirements
    - (3A) Bathrooms:
      - (3A) Accessible from both inside and outside the facility
      - (3A) Easy to clean and maintain
      - (3A) Open most if not all year long or minimally when park and facility is open
    - (3B) Kitchen or Snack Stand
      - (3B) Accessible from inside
      - (3B) Accessible from outside (same as COJ) with locking security window
      - (3B) Electrical current for needs and use of community
      - (3C) Limited but Industrial and cost effective fundamental equipment (sink, oven {gas}, stove top, refrigerator)
      - (3D) Covered picnic or table area
- (3C) Outdoor Theater or Stage: The need to hold events in Byram (ex: Byram Day, etc.) at a resilient a location with an accessible, multi-purpose stage available for plays, speeches, bands and other public performances. This can be accomplished in one of 2 ways:
  - Mobile Approach – if a venue is not deemed ideal for a permanent location the option of a stage on a trailer would be the preferred approach. Further details TBD. A few pictures and general examples can be seen on the follow web sites however the BRC is not endorsing these or any specific mobile-trailer-stage at this time.
    - <http://www.stageline.com/>
    - <http://www.apexstages.com/>
    - <http://www.wengercorp.com/acoustics/showmobile-mobile-stage-and-canopy.php>
  - Permanent Approach – location open to discussion and TBD.
    - (1A) Disability access to all facilities
    - Because so many Byram residents consider COJ park the town’s recreational center, a possible location for this structure might be east Tamarack park (<https://www.google.com/maps/place/40%C2%B058'03.2%22N+74%C2%B043'13.1%22W/@40.967552,-74.720312,17z/data=!3m1!4b1!4m2!3m1!1s0x0:0x0>) Or more descriptively known as the property adjacent to Roseville and Tamarack.  
Special considerations and concerns for this specific location include
      - Residential approval
      - Parking
      - Sound and noise control
- Other Byram locations are certainly an option open to discussion. In any and all locations the following qualities should be considered:
  - (3C) Seating is natural (no permanent seats) but the seating area is leveled for better visual and auditory purposes.
  - (3C) Electrical access

- (3D) Covered stage
  - (3D) Natural, leveled or layered seating
  - (3C)Acoustically correct backdrop
- (1A) Upgrades and maintenance to Byram’s many trails, paths and open space recreation areas. Byram Township is known as the "Gateway to New Jersey Trails" (Biking, Hiking and Sightseeing). There are many trails and open space properties that dot the Byram Township topography yet many of these properties are “islands”, with no direct or indirect access and/or parking. Additionally, inclement weather and normal depreciation of existing trails and paths has left some unusable and many in desperate need of immediate maintenance. If we are to pride ourselves as being the Gateway to NJ trails than we need to expand and maintain these existing paths and trails properly and on an annual basis. If we cannot maintain what we have we should consider alternative solutions. However, the overwhelming consensus is part of Byram’s allure is the ability to access the many open space locations for which we have invested. Our master plan recommendation would therefore include:
  - (1A) ADA compliant where applicable
  - (1A) Expansion of groomed trails or path to connect as many of the open space recreation areas as possible. Further conversations will be required to determine what locations are possible and a priority as well as what type of access (walking, hiking, bicycle, horses, etc.) should be permitted at each site and on each trail.
  - (1A) Budgeted funding to maintain and upkeep these trails and open space locations.
  - “Groomed” refers to graveled or vehicle maintained paths or trails, NOT trails or paths marked and with natural walking ways. “Walking” refers to paved or paths specifically designed for walking or running, NOT graveled or vehicle maintained paths or trails.
- (3C) Upgrades and maintenance to Byram’s designated and official community parks and play areas. There are many neighborhoods and communities in Byram that have or should have a recreational community parks and play areas. Each community is distinct in their own way but these parks should be modernized with a town-wide design or theme. Each community should have at least one park or play area that can exhibit the individual character of the community and landscape, but with a master theme and similar resources applied to each and all the parks.
  - The communities and parks identified by the BRC are as follows:
    1. West Brookwood/Riverside Park
    2. East Brookwood/Brookwood Park
    3. Forest Lakes/COJ Park
    4. Lackawanna/Neil Gylling Memorial Park
    5. Tomahawk/Mountain Heights Park
    6. Mohawk-Lee Hill/Mountain Heights Park
    7. Tamarack/Tamarack Park (east)
    8. Cranberry/ TBD
  - Our master plan recommendation would therefore include for each of these parks:
    - (1A) ADA compliant where applicable
    - (3C) Picnic table(s)
    - (1A) Trash policy and resources
    - (3C) A TBD but minimal standard in playground resources so that they all look and play similarly.

- (3D) Running water
- (3D) Electric
- (3D) Basketball or paddleball court/other
- (3D) TBD
- Additional improvements should be made to the following parks and play areas:
  - (2B) Neil Gylling Memorial Park
    - Park should be equipped with electronic and automated lightning detection.
    - Improved access to water in back area for fishing purposes.
    - Boardwalk “style” access to environmental habitat.
    - Improved picnic area
    - Improved parking
    - Playground
    - Safe, finished paths for walking to the field that also aid in appropriate drainage
    - TBD
  - (1A if funds are available) Tomahawk/Mountain Heights Park
    - Picnic area
    - Parking
    - (3D) Basketball or paddleball court/other
    - Playground
    - TBD
  - (3C) Mohawk-Lee Hill/Mountain Ridge Park
    - Improved picnic area
    - Improved parking
    - Basketball or paddleball court/other
    - Playground
    - TBD

The Byram Township Recreation Committee



Joe Sabatini &lt;jsabatini@byramtwp.org&gt;

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**Brookwood Park ADA**

1 message

**Cory Stoner** <CStoner@hpellow.com>

Tue, Jan 19, 2016 at 11:42 AM

To: Joe Sabatini &lt;jsabatini@byramtwp.org&gt;

Joe,

I did not include an estimate in my Capital Improvement memo for the costs to make the Brookwood Park access point ADA compliant. After looking at this with Matt, I believe that this is something that can be done by your Road Department crew and save the Township considerable money in both engineering and construction costs. The drop off from the upper area near the asphalt pad (the one that surrounds the fenced in well house) is what we believe needs to be addressed. This can be accomplished by taking some trees down and then completing a combination of excavation and placement of fill to get an acceptable ramp grade. I believe that this is something that we can do in the field with your crews if you think they are up to it. Let me know what you think Ok?

Cory L. Stoner, P.E., C.M.E.

Harold E. Pellow &amp; Associates, Inc.

17 Plains Road

Augusta, N.J. 07822

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TOWNSHIP OF BYRAM  
NEW JERSEY



MAILING ADDRESS:  
10 Mansfield Drive  
Stanhope, NJ 07874  
Phone 973-347-7264  
Fax 973-347-6446

WEBSITE ADDRESS:  
[www.byramtwp.org](http://www.byramtwp.org)

1/14/16

Joe Sabatini  
Byram Township Manager

2016 Capital Project  
Neil Gyling Field

This estimate is to replace the existing electrical panel near Lubbers Run and wiring that is run off the panel near the street. The existing panel near the guardrail was reenergized in 2015 and upgraded to a 200 amp service with new conduit and wire from the pole to the box. Also JCP&L upgraded the transformer on the pole when they reinstalled the service.

Cement pad	\$100.00
4x4x8' (2)	\$ 50.00
Electrical Equipment	\$1200.00 per attached quote
Ditch witch	\$150.00
Manhours	\$1300.00
Licensed Electrician 4hrs(+ or -) x \$90/hr	\$ 360.00
Estimated Total	\$3160.00

This project would be done by our staff except for connecting the wires between the panels and electrical outlets. It was also designed to run along the guardrail and then turn left and run along the wooded area with no intrusion on the playing field.

Sincerely

Adolf Steyh  
Byram Township Dept. of Public Works



Joe Sabatini &lt;jsabatini@byramtwp.org&gt;

**Re: CAPITAL BUDGET - RESPONSE NEEDED BY FRIDAY - JANUARY 15**

1 message

Ashleigh Frueholz &lt;afrueholz@byramtwp.org&gt;

Fri, Jan 22, 2016 at 1:21 PM

To: Joe Sabatini &lt;jsabatini@byramtwp.org&gt;

**Capital Requests for Finance/Tax:**

Depending on the outcome of the feasibility study of the bank building I would like to include new desks & chairs for the Finance/Tax Department. The desks that we currently have are piece-mealed together and do not have an optimal working space.

Our chairs are not uniform and a few are taped (electrical/mailling tape) so that they do not snag our clothes.

I am proposing the following:

4 L-Shaped Desks @ no more than \$1,800/each. (Preliminary searches range from \$895 - \$1,879) Depending on how we would like the lay out of the office would determine what type of desk to go with.

4 Office Desk Chairs @ no more than \$200/each. (Preliminary searches range from \$99.99-\$225.39).

\$8,000 I am requesting for these improvements to our offices for the year 2016.

There are many state contracts out there that have been awarded that we could look at to procure from.

*Ashleigh M. Frueholz, CMFO*

Chief Financial Officer

Byram Township

10 Mansfield Drive

Stanhope, NJ 07874

P: 973-347-2500 ext. 134

F: 973-347-6446

E: afrueholz@byramtwp.org

On Tue, Jan 5, 2016 at 8:38 AM, Joe Sabatini <jsabatini@byramtwp.org> wrote:

All,

We are starting to get organized to discuss the Township's Capital Program with the subcommittee of the Mayor and Council.

Please reference the information below on the Capital Budget and the Capital Improvement Fund. Under the Local Budget Law the Governing Body is required to adopt a capital budget and a 3 year capital improvement program in conjunction with the annual operating budget.

I need each department head to provide a complete listing of all known capital items (improvements, equipment, vehicles, etc.) with a description of need, estimated cost and prioritization. Do not restrict to the next three years. I minimally want a five year schedule for replacement of vehicles and equipment. Also, I need inventory all known projects that have started or still need to be started (i.e. sewer, municipal building, etc.).

Following is link to 2015 Capital Budget Schedule and Memo that was reviewed with Mayor and Council for 2015.

[http://byramtwp.org/useruploads/files/021015%20Bkup%20for%20021715%20Capital%20Projects%](http://byramtwp.org/useruploads/files/021015%20Bkup%20for%20021715%20Capital%20Projects%20)

# Byram Carpet & Furniture

223 Route 206  
 Byram Twp.  
 Andover, NJ 07821  
 973-347-4883

# Estimate

Date	Estimate #
1/5/2016	944

Name / Address
Township Of Byram 10 Mansfield Drive Stanhope, N.J. 07874

Ship To
Police Department

project
Processing Room

Description	Qty	Rate	Total
Flexco Heavy Duty RBT Rubber Tile (with raised round dot) Color 016 Taupe To Match Existing Tile As Close As Possible Installed Glued Direct In Processing Room  customer to move furniture, rip out and dispose of existing carpet and install new plywood sub floor to match existing hall way	180	9.93	1,787.40T

This Estimate Is Valid For 30 Days From Date Above, Should A Customer Need To Extend This Term The Above Mentioned Estimate Will Have To Be Revised And Re Submitted For Customer Approval	<b>Subtotal</b>	\$1,787.40
	<b>Sales Tax (0.0%)</b>	\$0.00
	<b>Total</b>	\$1,787.40

# Byram Carpet & Furniture

223 Route 206  
 Byram Twp.  
 Andover, NJ 07821  
 973-347-4883

# Estimate

Date	Estimate #
1/5/2016	945

Name / Address
Township Of Byram 10 Mansfield Drive Stanhope, N.J. 07874

Ship To
Police Department

project
Common Area

Description	Qty	Rate	Total
Flexco Heavy Duty RBT Rubber Tile (with raised round dot) Color 016 Taupe To Match Existing Tile As Close As Possible Installed Glued Direct In Common Areas  customer to move furniture, rip out and dispose of existing carpet and install new plywood sub floor to match existing hall way	585	9.93	5,809.05T

This Estimate Is Valid For 30 Days From Date Above, Should A Customer Need To Extend This Term The Above Mentioned Estimate Will Have To Be Revised And Re Submitted For Customer Aproval	<b>Subtotal</b>	\$5,809.05
	<b>Sales Tax (0.0%)</b>	\$0.00
	<b>Total</b>	\$5,809.05