



**RECREATION & COMMUNITY SERVICES COMMISSION**  
**January 15th, 2026 5:30 PM MEETING MINUTES**

**RECREATION & COMMUNITY SERVICES COMMISSION –**

In attendance: Jeanette Blackwell, Leslie Spatola, Betsy Bielefield, Andrea Dallas, Dan Deconti, Felicia Goodwine, Kristen Jensen, Tami Kapacziewski, Harold Panciera, Rogers Pylant, Sowgol Zakarian  
Staff: Cathy Lechowicz, Director

**AGENDA:**

Call Meeting to Order:

Meeting called to order at 5:35pm. Felicia Goodwine was welcomed as a newly appointed commissioner to the Recreation & Community Services Commission.

Public Hearing:

No Members of the public in attendance.

Approval of the Minutes:

Commissioner Kapacziewski made a motion to approve the minutes from the November 20<sup>th</sup>, 2025 meeting minutes, seconded by Kristen Jensen. A discussion took place regarding the 2026 meeting dates. Approved unanimously.

**NEW BUSINESS:**

*Priorities for 2026*

Director Lechowicz discussed key priorities for planning in 2026, which focused on transparency and consistency between the public and within the team. She highlighted a priority about being very clear with policies as we head into 2026. The recreation division plans to improve the camp registration process by providing clearer financial payment options for families. The senior service division plans to be more consistent about the attendance policies to reduce no shows for high demand programs. Director Lechowicz also noted a priority to shift into an online application process to streamline seasonal employment.

*Budget Season*

A discussion about budget season was briefly discussed. Director Lechowicz stated that there has been no directive received yet, however she is reviewing the budget to find efficiencies. She anticipates a directive will be received next month.

*Sports Grant Application*

Applications for the Sport Grant are live and Director Lechowicz anticipates having them available to the commission for review next month to begin discussion in either March or April.

*Manager of Recreation Position*

A discussion of the Manager of Recreation Position took place. Karen Nocera, the incumbent Manager of Recreation, recently retired and Director Lechowicz reviewed the process for filling the position and the interview process for recommendation. Councilwoman Blackwell noted that it would be appropriate for a commission member to be involved in the interview process, if they were interested.

**OLD BUSINESS:**

*Commission Appointment Recommendations*

A discussion of the Commission Appointments took place and Director Lechowicz ensured that all commissioner terms shall be renewed and presented to council next month.

*Department Updates*

Preparations for summer have already begun for the recreation division and a review of some events from both recreation and senior services were shared with the commission.

*ARPA Project Updates*

A discussion of the ARPA Projects took place. Director Lechowicz shared the recreational promotional postcards as well as updates on upcoming events, including the holiday Easter egg hunt. Commissioner Goodwine suggested additional resources to help disseminate the flyer to Care for Kids and the financial payment options for the summer camp for further outreach to families.

**MISCELLANEOUS:**

None

**ADJOURNMENT:**

Commissioner Kapaczewski made a motion to adjourn, seconded by councilwoman Spatola. Approved unanimously. Meeting adjourned at 6:05pm.