



WEST WINDSOR TOWNSHIP

*Division of Recreation and Parks
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West Windsor Township Board of Recreation and Parks Commissioners

Minutes of Meeting of February 4, 2026

Members in attendance were Newell Benedict, Sue Levine, Prabhat Tomar, Teresa Lourenco, Kevin Holden, Tejinder Gill and Sharon LaForge. Also in attendance was Joe Charles, Township Council Liaison, Dana Krug, School Board Liaison, Kenneth Jacobs, Manager of Recreation and Parks and Ronnie Quacquareni, Assistant Manager of Recreation and Parks.

- I. Opening of Meeting (7:33 p.m.)
 1. Meeting was adequately noticed.
 2. Minutes of the December 3, 2025 meeting were approved.
 3. Reorganization - Mr. Jacobs took nominations for Chairperson. Mr. Tomar was nominated and accepted the nomination. Mr. Tomar was unanimously approved as Chairperson. Mr. Tomar took nominations for Vice Chairperson. Ms. Lourenco was nominated and accepted the nomination. Ms. Lourenco was unanimously approved as Vice Chairperson. The Commission approved the first Wednesday of month at 7:30 pm as the meeting date. Mr. Jacobs indicated that the location of the meetings would change to the Health/Recreation Conference Room. Subcommittee assignments – the Commission made the following subcommittee assignments: Programming Committee – Ms. Levine, Ms. Lourenco and Ms. LaForge; Park and Landscaping Committee - Mr. Benedict and Mr. Holden; Finance Committee – Mr. Tomar and Ms. Gill; Fundraising – Ms. Levine, Mr. Tomar and Ms. Lourenco.
 4. Announcement/Special Presentation – Mr. Tomar formally welcomed Mr. Charles as the Township Council Liaison.
 5. Public Comment – None.
 6. School Board Liaison Report – discussed school use fees. Mr. Jacobs will reach out to Ms. Cincotta to discuss fees.
 7. Council Liaison Report – Council is now working on the Township budget.
 8. Director's Report – Mr. Jacobs is working on putting together the spring/summer programs. The Dad Daughter Dance will be held this Friday, February 6 and is sold out. Mr. Quacquareni reported that we are hoping to bring back the swim team to WaterWorks this summer. The rehired paperwork is going out to last years pool staff.
- II. Standing Committee Reports
 1. Programming Committee – did not meet.
 2. Park & Landscape Committee – did not meet.
 3. Finance Committee – did not meet.

III. Old Business

1. Capital Project Update – Mr. Jacobs indicated that the pool bathroom renovations bid will be advertised on February 10. Court and Skate Park crack repairs will be going out to bid in early spring.
2. Tree Lighting Ceremony – Mr. Quacquarelli reported that the event was well attended. There was a choke point near the stage that may require the stage to be moved slightly. The Commission suggested better lighting by the hot chocolate, better microphones for the singers and possibility of purchasing an artificial tree. Expanding the event was also discussed.
3. House Decorating Contest – Mr. Jacobs indicated that we had 9 participants this year. Lawn signs were presented to the winners.
4. Trust Report – the 2025 trust report was reviewed.

IV. New Business

1. 2026 Goals – The Commission was asked to review all of the goals and to pick three goals out of all of goals listed and bring them to the next meeting in March.
2. No new business.

V. Adjournment

Motion was made by Mr. Benedict, seconded by Ms. Gil. Meeting adjourned at 8:44 pm.

Respectfully Submitted,

Kenneth E. Jacobs
Manager of Recreation and Parks