



# Wolfeboro Parks and Recreation Monthly Activity Report

April 2016

Christine Collins, Director of Parks and Recreation

On April 1<sup>st</sup> of each year we open up registration to all of our summer programs, and it is typically a very busy and exciting time at Parks and Rec.

We distributed our Spring/Summer/Early Fall Brochures to all the schools, public, libraries, Town Halls in Brookfield, Tuftonboro and Wolfeboro. Registrations are in full swing. It seems that most people are taking advantage of the ease and convenience of online registration. It guarantees their spot the fastest.

April is a month to close down our winter facilities for the season, do seasonal maintenance work on our winter equipment and prepare for the busy summer months ahead.

Hiring is in full swing as we recruit and place staff as lifeguards at our 3 Town Beaches, hire Swim Instructors, Day Camp Counselors, Tennis Instructors, Sailing Instructors, Swim Team Coaches and Maintenance Staff.



**Old Abenaki lodge right before we took it down. April 2016!**



**Old Abenaki lodge in process of being taken down and the after view! April 2016!**

Spring came a little early or so it seemed since this is the first year we did not have to dig out the tennis courts and melt the snow and ice! The Tennis and Pickleball Courts had their nets up very early this year. Our Maintenance Team is very busy as they complete spring cleanups of all Parks and Recreation properties.

Abenaki Ski Area remained closed this year due to lack of snow. We have been utilizing the new lodge with meetings, programs, and rentals! We did a breakdown of how many days we were open vs. closed due to the unusual winter we had.

- Winter of 2011-2012: 4,719 skiers and riders Days Open: 80 Days Closed: 4 Season: 84
- Winter of 2012-2013: 5,501 skiers and riders Days Open:79 Days Closed: 5 Season: 84
- Winter of 2013-2014: 7,017 skiers and riders Days Open: 86 Days Closed: 4 Season: 90
- Winter of 2014-2015: 7,436 skiers and riders Days Open: 85 Days Closed: 2 Season: 87
- Winter of 2015-2016: 3,771 skiers and riders Days Open: 61 Days Closed: 16 Season: 77

## Participants by Program

- Give Parents a Break: 10
- Spring Soccer: 17
- Lifeguard Certification: 4
- Karate: 4
- **Total program registrations/attendees for April 2016: 35**

## Administrative/Program Division

- Weekly Staff meetings
- Weekly Bill Manifest
- Weekly Payroll
- Attended Department Heads meeting
- NHRPA Meeting
- Public Restrooms Meeting
- Fall Festival Meeting
- Tree Warden Meeting
- Community Center Cleaning Meeting
- Sailing Interviews
- CPRP Exam
- Interviewed for article about new Assistant Director
- Coordinated spring sports use of Pop Whalen Arena: soccer
- Planned 2016 Summer Season: programs, dates, etc...
- Met with NH Boat Museum rep concerning 2016 Sailing program.
- Hired returning staff for Summer Positions. Over the course of the spring we will be filling 30+ positions.
- Arranged for Porta Potty services for multiple Town properties for summer season
- Coordinated details for Arbor Day celebration: planting location, tree donations, dig safe, etc...
- Planned summer staff training schedule
- Advertised and interviewed applicants for Summer Maintenance Crew and Cemetery positions
- Coordinated Field and Tennis Court schedules with Cal Ripken Baseball and Kingswood High School

## Capital Projects

- Coordinated removing power and demolishing Abenaki Old Lodge.
- Tracked progress of \$150,000 grant from Land and Water Conservation Fund to support Abenaki Ski Area Lodge project
- Met with Surveyor concerning Foss Hut Replacement Project
- Met with Eagle Scout for Tennis Hut
- Got quotes for Tennis Hut Materials
- Reached out to Architect
- Followed up on concerns for new lodge that needed to be fixed
- Met with Friends of Abenaki to build Abenaki Outing Club building by lodge

## PR and Communications

- Bi-weekly press releases promoting spring events
- Bi-weekly email communications to our mailing list of 1,612
- Maintained Department Facebook page with 1209 members.
- Maintained Department Website with current information, pictures and registration information.
- Distributed Summer Brochures

## Maintenance

- Weekly staff meetings
- Weekly billing
- Weekly fire system serviced (arena)
- Daily Arena cleaning, general maintenance
- Weekly Lodge cleaning
- Weekly check of Community Center-replaced light bulbs
- Interviewing for maintenance/cemetery positions
- Properties trash pick up
- Ordering supplies
- Pop Whalen septic pumped
- Old lodge removed, cleaned up and loamed
- Clean up of base area, cones, flagging and fencing
- Raking around lodge to re-seed
- Washed lodge outside windows, put screens in
- Pressure washing all arena floor mats
- Interior painting-arena
- Painting hockey goals-replacing netting
- Repaired playground fence-plow damage
- Foss Field complex- mowed, clean up of leaves around fence area, trash cans put out, porta-potties delivered, clearing area behind dug out, replaced pitcher's mound, dug outs blown out, trash pick-up , soccer field loamed
- Bean Park- Spring clean up
- BFP- Spring clean up
- Pleasant Valley garden- spring clean up
- Library- spring cleanup & mowed
- Fire Station- spring cleanup & mowed
- Doggy Bag Stations filled
- Portable pickle ball nets out to courts
- Tennis wind screens installed
- Replaced 6 swing brackets-Foss playground
- Replaced Tennis door u bolt
- Clean up of trash at Libby museum (back yard)
- Removed picnic table from water at AA Beach
- Replaced all outlets in 3 Rink office's
- Built more shelving in shop
- De-tracked groomer- tracks inside for belt maintenance
- Organizing Maintenance building- winter equipment stored, mowers serviced
- All areas locked!!