



Wolfeboro Parks and Recreation Monthly Activity Report

January 2017

Christine Collins, Director of Parks and Recreation



Christmas Tree Bonfire at Abenaki!

Wow! It has been a full year since taking over as the Director of Parks and Recreation! It has been a very busy year, but I have loved every minute of it. When I took over last January I was stepping into a Budget that was already planned, and a very busy season. We have had a lot of positive changes, we hired new staff this season to work at Abenaki and we are pleased to have such a great crew! We have implemented new procedures in our department and we are coming together as a well-oiled machine.

Abenaki Ski Area experienced a very busy month! From Dec 26-Jan 26. We had 3,856 ski visits which topped the number 3,771 for 2015-2016 season. We had End 68 Hours use the lodge for their 2nd Wolfe

Full Moon Ski and Crockpot Event and they had a great turnout and even had a Jazz band!

January is a busy month in the Pop Whalen Arena as Kingswood High School and Brewster Academy both have full practice and game schedules here in their home arena. Back Bay Youth Hockey is in full swing, as are adult hockey leagues. We are enjoying having so many

Participants by Program

- Abenaki Christmas Tree Bonfire, Ski a thon: 200+ spectators, 29 participants
- Wolfe Full Moon Crockpot Event: 78+ participants
- Quilting: 6
- Karate: 1
- Dance: 5
- Ski Lessons: 44
- Winter Pickleball: 18
- Total program registrations/attendees for January 2017: 381

Administrative/Program Division

- Weekly Staff meetings
- Weekly Bill Manifest
- Weekly Payroll
- Attended Department Heads meeting
- Oversaw all customer service, operations, ice time sales, scheduling, events and staffing at Pop Whalen Ice Arena.
- Oversaw all customer service, operations, rentals, food service, scheduling, events and staffing at Abenaki Ski Area.
- Coordinated installation of Terrain Park with snowmakers and groomers
- Planned and implemented Christmas Tree Bonfire
- Helped support End 68 Hours Wolfe Full Moon Ski and Crockpot Event
- Planned February Winter Carnival Events
 - Progressive XC Ski Dinner

- Abenaki Winter Triathlon
- Knockerball
- Ski Races
- Big Air Contests
- Ski Movie Night
- Carnival events
- Publicity and Press Releases
- Volunteers, Judges and Course Workers
- Fireworks
- Made parking plan for Winter Events where we forecasted that parking lot would overflow.
- Attended Special Events Meeting
- Attended Tennis Meeting with Tennis Club
- Oversaw startup of ski and snowboard lessons.
- Scheduled Carpenter School Winter Fun Day events
- Presented Warrant Article information for Community TV program
- Attended Tri-State Parks and Rec Conference
- Coordinated Granite State Track and Field Program
 - Held statewide meeting
 - Coordinated state sponsors

Capital Projects

- Presented Warrant Articles to Budget Committee
- Working on Wetlands Permit for Foss Field Building

PR and Communications

- Bi-weekly press releases.
- Bi-weekly email communications to our mailing list members
- Updated website with photos, reports and videos. Updated Pop Whalen and Abenaki sites with upcoming season information.
- Maintained Department Facebook page

Maintenance

- Weekly billing
- Weekly Ice maintenance
- Weekly fire system serviced (arena)
- Weekly inspection, shoveling, filling supplies at Community Center
- Weekly transfer of diesel for Groomer
- Weekly ticket attendant, arena
- Vehicle maintenance
- Thawing of cooling tower
- Zamboni repairs
- Ice Edge repairs
- Daily grooming of ski area
- Daily cleaning of Ski Lodge
- Snow making estimated hours to date- 106 hours
- Groomer maintenance/repairs
- Grease tow rope pulleys
- Daily Arena cleaning, general maintenance
- X-mas tree bonfire
- Plowing, shoveling, clearing roofs/ice
- Terrain Park repairs and upkeep to jumps

- Assist with set up for End 68 hours of hunger
- Training ski slope/rink personnel
- Stained trim boards for ski building
- Moved wood shingles to ski building
- Set up tables at Townhall for Bingo night
- Insulated ceiling in shower area in locker room 6
- Replaced 3 broken shower heads
- Repaired skate gliders
- Painted over graffiti, locker room 3