



Wolfeboro Parks and Recreation Monthly Activity Report

January 2018

Christine Collins, Director of Parks and Recreation



It has been two years since taking over as Recreation Director. Our department has had a lot of changes with staff roles and responsibilities. I couldn't be more proud of my staff and their dedication to the department and this Town!

Abenaki Ski Area was busy! From Dec 26-Jan 31. We had 2,391 skiers and snowboarders. Everyone was excited to come out for another season and we were ready for them. We had a lot of returning staff for Abenaki which is always a good thing!

In January Pop Whalen Ice and Arts Center picks up 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 opened both, Pop Whalen Ice and Arts Center (The Polar Cave) and Abenaki (Abenaki Grill) Concession Stands.

[Abenaki](#) all groomed and ready for people!

Participants by Program

- Abenaki Christmas Tree Bonfire, Ski a thon: 200+ spectators, 21 participants
- Quilting: 7
- Karate: 5
- Ski Lessons: 45
- Total program registrations/attendees for January 2018: 278+

Administrative/Program Division

- 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
- Friends of Abenaki Meeting
- Sailing Meeting with Boat Museum about Sailing classes
- Planned February Winter Carnival Events
 - Progressive XC Ski Dinner
 - Abenaki Winter Triathlon
 - Knockerball
 - Ski Races
 - Big Air Contests
 - Carnival events
 - Publicity and Press Releases
 - Volunteers, Judges and Course Workers
 - Fireworks

- Attended Special Events Meeting
- 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

Capital Projects

- Presented Warrant Articles to Budget Committee

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
- Vehicles- maintenance
- Thawing of cooling tower
- Zamboni repairs
- Ice Edger repairs
- Daily grooming of ski area
- Daily cleaning Ski Lodge
- Snow making-estimated hours to date- 106 hours
- Groomer maintenance/repairs
- Grease tow rope pulleys
- Daily Arena cleaning, general maintenance
- Moved x-mas trees to burn area
- X-mas tree bonfire
- Plowing, shoveling, clearing roofs/ice
- Terrain Park repairs and upkeep to jumps
- Training ski slope/rink personnel
- Insulated ceiling in shower area in locker room 6
- Repaired skate gliders