



# Wolfeboro Parks and Recreation

Monthly Activity Report

July 2018

Christine Collins, Director of Parks and Recreation

July in Wolfeboro is a busy time, full of special events, summer programs, vibrant gardens and masses of visitors and tourists from around the world. Our Police Department estimates that Wolfeboro's population mushrooms from 7,000 to well over 30,000 on any given summer weekend.

This is also the time of year that we have a large seasonal staff with 16 aquatics staff, 14 Program/ Day Camp staff, 3 sailing instructors, 2 tennis instructors, 3 cemetery maintenance workers and 1 parks maintenance worker.

## Participants for July Programs

- Boston Red Sox Trip: 15
- Day Camp: 349
- Golf: 15
- Granite Kid Triathlon: 139
- Karate: 3
- Movies in the Park: 40
- Pickle Ball: 8
- Sailboat Sharing: 3
- Sailing-Introductory Cruise: 9
- Sailing Lesson, Adult: 21
- Sailing Lessons, Youth: 63
- Sporty Shorties: 12
- Stand Up Paddleboard Camp: 8
- Swim Lessons, Youth: 93
- Swim Team: 52
- Swimming, Adult Open Water: 5
- Tennis Lessons, Youth: 29
- Tennis Lessons, Adult: 8
- Junior Team Tennis: 4
- Water Aerobics: 7
- WREC Crew Teen Adventure Trips: 11
- Total program registrations/attendees for July 2018: 894+



Participant in the Granite Kid Triathlon 3-5 year old race!

## Administrative/Program Division

- Weekly Bill Manifest

- Weekly Payroll
- Attended Department Heads meeting
- Hosted 4<sup>th</sup> of July Fireworks. Coordinated 4<sup>th</sup> of July Details with Brewster Academy staff.
- Hosted three swim meets at Brewster Beach
- Coordinated with organizing committee of Lake Wentworth Sailing Regatta to plan August event (2)
- Senior Meeting on 7/23
- Granite Man Preparation
- Friends of Abenaki Meeting
- Emergency Planning Meeting
- Coordinated Movies in the Park Program at Foss Field
- Coordinated Lodge Rentals
- Pop Whalen Ice Arena
  - Continued scheduling fall ice times for Pop Whalen Ice Arena
- Coordinated and oversaw all summer programs and staff
- Hosted Annual Granite Kid Triathlon at Brewster Beach with 139 participants and hundreds of spectators.
  - Processed all registrations
  - Recruited dozens of course volunteers
  - Set up course, tear down

## **Capital Projects**

- Planning 2019 projects
- Following up on 2018 projects-to finish by December

## **PR and Communications**

- Bi-weekly press releases promoting summer events and programs
- Bi-weekly email communications to our mailing list
- Maintained Department Facebook page
- Weekly TV Tapings for Wolfeboro Public Access
- Maintained Department Website with current information, pictures, videos, and registration information.
- Distributed Summer Brochures

## **Maintenance**

- Weekly billing
- Weekly vehicle & equipment serviced- new tires PR-2, Pr2 & PR3 evaluated
- Weekly Property checks

- Weekly mowing/trimming
- Weekly filling cleaning supplies to beaches
- Weekly Community center trash removal- day camp
- Weekly wash down Pavilion building & outside area
- KBR-Working on Budget-CIP, 2019
- Set up and take down of Granite Kid Triathlon
- Weekly filling gas jugs for “sailing” program
- Pulled out of water & cut up old logs at Tourney site
- Movie screen set up- Foss field
- Tightened turn boards and swim docks-Brewster beach
- Repaired race line- Brewster beach
- Watering- IGA gardens-Foss field- Cate Park
- Clark Park sign up- new 4x4 post
- Removed invasive bushes- Cate Park
- Mulched trees around gazebo- Cate Park
- Fire station-Reset edging around monument, trimmed bushes, trimmed behind building
- Reset seating bench- tennis courts
- Removed old scoreboard-Foss Field
- Cleaned up Brewster field from fireworks
- Arena- painting skate guards, put up shelving, made work list for arena opening
- Installed new “ground toy”-Foss playground
- Repaired water leak-Cate Park- Water Dept assisted
- Lodge- inside painting/polyurethane cubbies
- 11 lights out on Bridge Falls Path, not bulbs called electrician
- Filled trim board nail holes- inside pavilion
- Stained Kiddie tow base control box