



Wolfeboro Parks and Recreation

Monthly Activity Report

June 2017

Christine Collins, Director of Parks and Recreation



Wolfeboro Girls Relay Team getting ready to compete at Regional Meet in Rochester, NH!

June is a busy month as we enroll over 1000+ individuals in programs held throughout Town: from our popular Day Camp program and swimming lessons to Adult Open Water Swimming and our Sailboat Sharing program. Our 40+ seasonal staff start their terms in June, and all of our facilities are up and running for the summer.

We had a number of athletes participate in the Granite State Track and Field program this year. Wolfeboro had a few athletes finish first in the state!

Due to school getting out late to make up for snow days, we did have to alter our schedule as staff and participants were not able to begin programs until after June 27th. We started some programs after July 4th because of this.

Participants for June Programs

- Archery Camp: 5
- CPR: 18
- First Aid: 13
- Granite State Track and Field: 39
- Lifeguard Training: 9
- Golf: 8
- Karate: 4
- Movies in the Park: 100+
- Sailboat Sharing: 4
- Sailing Lesson, Adult: 2
- Sailing Introductory Cruise: 7
- Sailing Lessons, Youth: 7
- Summer Kickoff Beach Party: 150+
- Swim Team: 43
- Tennis Lessons, Youth: 17
- Tennis Lessons, Adult: 11
- Total program registrations/attendees for June 2017: 437+

Administrative/Program Division

- Weekly Staff meetings
- Weekly Bill Manifest
- Weekly Payroll
- Attended Department Heads meeting
- Pop Whalen Ice Arena
 - Met with curling group concerning use of Pop Whalen Arena in fall
 - Continued scheduling fall ice times for Pop Whalen Ice Arena
- Coordinated and oversaw all summer programs and staff
- Assisted with Summer staff training schedule
- Coordinated 4th of July Details with Brewster Academy staff
- Coordinated weekly service projects for Thai Scholars program (Brewster Academy)
- Coordinated bi-weekly Movies in the Park Program at Foss Field
- Coordinated Summer Kickoff Beach Party at Brewster Beach with over 100+ participants
- Coordinated boat mooring permit, insurance, and Brewster Academy mooring use for Sailboat Sharing Program
- Coordinated 2 public CPR courses
- Coordinated and assisted with Granite State Regional and State Track Meets
- Meet and Greet for Day Camp
- Collected and organized all Day Camp emergency and field trip forms
- Fall Festival Monthly Meeting
- Staff interviews and meetings for programs
- Meeting with the Nick for 2018 schedule
- Warren Miller Meeting for 2017/8 Season
- Joint Loss Meeting
- All staff summer training

Capital Projects

- Finished Carry and Brewster Beach Bathroom projects
- Middleton Cemetery- finalized plans and have Town Highway Department putting in water line and stone road. Researching fees and rule structure
- Ordered Playground Equipment for Sue Glen Playground
- Planning 2018 projects with staff

PR and Communications

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

Maintenance

- Weekly billing
- Weekly vehicle & equipment serviced
- Weekly property checks
- Weekly mowing/trimming
- Repaired Lane lines for swim team
- Put all picnic tables at parks and beaches
- Put out all swim lines at 3 beaches
- 2 AC units installed at Community Center
- Beach clean-up from debris floating in- 3 times
- All beaches set up- boats, tables, guard towers, washed out bath houses, raked beaches, trash barrels out, supplies to all facilities
- Installed movie sign--Foss Field
- Abenaki- mowed, trimmed
- Weekly cemetery maintenance
- Refilled doggy bags
- Rick and Lynn completed CPR/first aid/AED training
- Daily cleaning Bath house at AA Beach
- Completed upgrades in Carry and Brewster bath houses
- Weeded and edged gardens at Library
- Repaired/painted picnic tables
- Set up projects for Thai students
- Assisted with swim team docks installation
- Trimmed hedges at Fire Station & trimmed out back
- Put out 4 Pianos on town streets
- Weeding, PI Valley & IGA gardens