



# Wolfeboro Parks and Recreation

Monthly Activity Report

May 2018

Christine Collins, Director of Parks and Recreation



Arbor Day Celebration at Foss Field Pavilion.

We had another successful Arbor Day in Wolfeboro! We were excited to plant a tree at the new Foss Field Pavilion that is almost complete. We had help from the 5<sup>th</sup> graders at Crescent Lake School. We also planted plenty of tulip bulbs donated from Spider Web Gardens.

On Friday, May 11<sup>th</sup>, over 650 people came out to participate in our Annual Bike and Walk Day! The Parks and Recreation Department provides free coffee, juice,

baked goods and fruit to participants, and a contest encourages local businesses and schools to take part and achieve the highest rate of participation.

## Participants by Program

- Arbor Day: 100 participants
- Bike and Walk Day: 650 participants
- Cornhole League: 18 Teams
- Karate: 3
- Granite State Track and Field: 29 participants
- Spring Golf: 9
- Stacey Burns 5K: 70
- Spring Soccer: 48
- Total program registrations/attendees for May 2018: 927

## Administrative/Program Division

- Weekly Bill Manifest
- Weekly Payroll
- Attended Department Heads meeting
- Coordinated and oversaw Spring Soccer Program
- Hired returning staff for Summer Positions. Over the course of the spring we will be filling 40+ positions.
- Planned summer staff training schedule
- Coordinated details for Arbor Day celebration: planting location, tree donations, dig safe, etc...
  - Planted 2 trees at Foss Field for National Arbor Day celebration and service day.
  - Supervised work of 65+ 5<sup>th</sup> grade volunteers.
- Planned and implemented Bike and Walk Day event: Over 650 local residents either walked or biked to school or work. Free breakfast was served to all who participated.
- Attended Senior Center Luncheon

- First Vendor Blender planned and held at Community Center
- Stacey Burns 5K
- Senior Meeting
- Special Events Meeting about Wolfeboro Last Night
- Provided support logistics for Annual Smith River Canoe Race
- Lifeguard Interviews
- Coordinated 2 public CPR courses to be held in June

## **Capital Projects**

- Foss Field Pavilion: coordinated outside painting, cable hook up, bathroom timers, security system.
- Quotes for resurfacing for Pop Whalen Ice and Arts Center Parking Lot

## **PR and Communications**

- Bi-weekly press releases promoting spring and summer events
- Bi-weekly email communications to our mailing list
- Maintained Department Facebook page with
- Maintained Department Website with current information, pictures and registration information
- Created an Instagram Account for Department

## **Maintenance**

- Weekly billing
- Weekly vehicle & equipment serviced
- Weekly Property checks
- Budget Quotes for upcoming projects
- AA Bath House -cleaning daily
- AA cleaned up for canoe race
- Back dragged parking lot with tractor- AA beach
- Arena floor mats- pressure washed
- Cleaning/organizing arena
- All properties & Cemeteries, weekly mowing, trimming.
- Repairing/staining picnic tables
- Soccer field-nets out
- Set up/take down for bike & walk to work event
- Front Bay Park- blew walkways
- Ellie's walkway- brush cut and trimmed
- Arbor Day- Planted 2 trees
- Cate Park- cleanup/added stone around Gazebo drip edge
- Cleaned up grounds at Abenaki
- Movie sign updated
- Trash barrels out
- Watering new trees
- Carry Beach bath house- floors being scraped/cleaned
- Treated wood railing at AA bath house

- Slice seeded Abenaki Lodge grass
- Scraped/painted sign post at Foss Playground & Cate Park
- Assist with stone dust and watering- Foss Pavilion
- Carry Beach- water's edge cleaned up twice-swim line out-boat & Tower set.
- Repairs to Cate Park stone walls and walking surfaces- in progress.
- Cemetery Restoration in progress
- Weekly Cemetery mowing, trimming, trees cleaned up etc.