



Wolfeboro Parks and Recreation

Monthly Activity Report

November 2018

Christine Collins, Director of Parks and Recreation

We are happy to say we had our 27th Annual Turkey Trot 5K! We were a little worried as we had a lot of snow the night before, but the day turned out to be beautiful. Our enrollment was down a little as the weather did impact people coming out to the race. In cooperation with the Wolfeboro Lions club, we raised a couple of thousand dollars for the Wolfeboro Gift of Sight and Hearing Fund.



Annual Turkey Trot!

Pop Whalen Ice and Arts Center is starting to become busier, now that the weather is cooler and Fall sports are over.

We are in the midst of our Budget Season with many hours spent going through the details of the Budget with the Selectmen, Town Manager and Finance Director.

Participants for November Programs

- Turkey Trot 5K: 131
- Ski Rental Fittings- 15
- Joy Sign Making Class-25
- Snowman Blocks Class-15
- Total program registrations/attendees for November 2018: 186

Administrative/Program Division

- Weekly Bill Manifest
- Weekly Payroll
- Attended Department Heads meeting
- Pop Whalen Ice and Arts Center
 - Scheduled fall ice times for Pop Whalen Ice and Arts Center
 - Coordinated all scheduling and staffing
- Interviewed and hired staff members for Abenaki Ski Area
- Special Events Committee Meeting
- Senior Meeting

- Turkey Trot Prep and Race
- Coordinating Adult Craft Nights
- Joint Loss Meeting
- Sailboat Share Meeting
- Carroll County Recreation Association Meeting at Abenaki
- Warren Miller Event – representing Abenaki
- Met with Ski Patrol Coordinator
- Department Head Meeting
- Met with Budget Committee to review 2019 Budget and Capital Projects list

Capital Projects

- Finishing up 2018 Capital Projects
- Research on 2019 Capital Projects

PR and Communications

- Press releases promoting fall and winter events
- Email communications to our mailing list
- Maintained Department Facebook page
- Maintained Department Website with current information, pictures, videos, and registration information.
- Distributed Fall/Winter Brochures

Maintenance

- Weekly billing
- Weekly property checks
- Weekly propane pick up (arena)
- Weekly check Community center, remove trash, replaced light bulb, stocked supplies
- Cleaning maintenance building
- Assist with Turkey trot race
- Purged fire system (arena)
- Training 2 Zamboni drivers
- Daily projects & cleaning in Arena
- All soccer equipment put in storage
- Removed & installed board ads from arena
- Picnic tables and trash cans stored for winter
- Tennis & Pickleball courts closed up, nets, windscreens removed, and doors locked
- Organized lodge rental shop
- Removed screen from lodge for winter
- Marked parking lot for plowing
- Replaced 2 panes of rink glass
- Plowing & shoveling
- Installed new Abenaki sign

- Replaced broken hose on sump pump, Clark Barn
- Moved tables to RR station for meetings
- Removed boats, guard towers to AA beach for winter
- Removed grills from AA beach