

**APPROVED**

**Wakefield Parks and Recreation**

**Minutes – October 24, 2022 Meeting**

**Attendees: Wayne Robinson, Alyssa Hall, Bo Keating, Don Cheever, Greg Hall, Tiffany Drena, Danielle West, John Myers**

Wayne Robinson called the meeting to order at 5:32 p.m. at the Parks and Rec Building. Wayne asked John Myers to act as Secretary in Beth Hayes' absence, Myers agreed.

Minutes from the September 19, 2022 meeting were reviewed and unanimously approved.

**New Business**

Bid responses to three separate RFPs were opened and reviewed

1. Two responses were received to the RFP for landscape services and property maintenance for all properties under the care and control of Wakefield Parks and Rec. Hales, the incumbent who has provided satisfactory services under the current contract bid \$32,900 per year for three years. Tully & Sons Property Management bid \$36,000 per year for three years. Both bids were for the services listed in the bid specifications.  
John Myers made a motion to accept the bid from Hales, \$9,300 lower over three years than Tully & Son. The motion was seconded by Greg Hall and unanimously approved.
2. One response was received to the RFP for cleaning the Parks and Rec building on Meadow Street. Gabriel Miller, Pike Cleaning Services (the incumbent) bid \$8,987 per year for 3 years per the bid specifications.  
John Myers made a motion to accept the bid from Gabriel Miller. The motion was seconded by Bo Keating and unanimously approved.
3. One response was received to the RFP to erect a fence around the new Dog Park. GC AAA Fences Inc. bid \$13,661 to erect the fence per the specifications in the RFP. (Parks and Rec has used the services of GC AAA Fences before and found their services to be excellent.)  
Bo Keating made a motion to accept the bid from GC AAA Fences. The motion was seconded by Greg Hall and unanimously approved.

**Breakfast with Santa** will be held on 12/2/22 at the Town Hall. Parks and Rec is accepting gift and monetary donations now. John Myers reported that The Greater Wakefield Chamber of Commerce will donate \$1,000 to Wakefield Parks and Rec toward the purchase of gifts for the event.

The **tree lighting ceremony** will occur at the Rec Building on 12/2/22 at 6:00 p.m.

Tiffany Drena will confirm Santa and Ms. Claus will be at the events on 12/2/22.

### **Upcoming Trips**

The Rec arranged two fall foliage train trips in Meredith – both events were well attended.

There are plans for a 12/1 shopping trip to the Maine Mall – 8:30 am departure.

Consideration for future events – monthly “lunch bunch’ trips (Tamworth Distillery?), Indoor Golf at Studio 18 in Wolfeboro and/or Province Lake Golf Club, Chaos and Kindness show in Laconia, Disney on Ice, Indoor Go-Carting, The Brook Casino, dinner along with axe throwing were some of the suggestions from around the table.

### **Ski Program**

Gunstock – we have 16 pp enrolled/need 20 pp with a maximum of 30pp.

King Pine Ski Area – sign ups begin 11/1/22. We have 50 spots available. The Paul School has agreed to a 1:30 pm early release for participants and the school will supply buses to and from King Pine. (Wakefield Parks and rec will pay for the bus drivers.)

### **Basketball**

7th/8th Grade basketball tryouts are scheduled to begin 10/24. There are 12 spots available on the Boys and the Girls Teams. We have 18 boys and 20 girls signed up. Wakefield Rec is trying to put together a co-ed team option in Rochester for those who do not make the rosters after tryouts.

### **Old Business**

#### **Building Committee**

Committee is moving forward. We will have DRAFT exterior and interior renderings for the next Committee meeting. A sub-committee has been established for both corporate and individual fund raising. Parks and Rec is working with the US Department of Agriculture on possible grants. (There are no USDA grants available to help build recreation centers. There may be grants available for furniture and fixtures for other community related needs.) A DRAFT Operating Budget for a new facility has been created and is being reviewed by the Committee.

The next meeting of the Committee is being planned for November 4, 2022 to be held at the Parks and Rec Building.

#### **Golf Tournament**

114 golfers participated at Indian Mound Golf Course. Net proceeds from the tournament are \$8,140. These proceeds will go toward Town of Wakefield fireworks display in July 2023. The golf tournament was a success.

### **Soccer**

The town soccer program is finishing during the week of 10/24. The season ending banquet was held at Poor Peoples Pub on 10/23/22.

### **Dog Park**

Parks and Rec is trying to raise funds to purchase loam and grass seed to prepare the dog park this year before the snow flies. There is an active fund-raising program allowing people to purchase commemorative plaques for \$250 to be hung on the fence with their pet's name inscribed.

### **Unscheduled**

The 2022 Rec Budget "01" account is almost depleted. The budget is a "bottom line" calendar year budget. Parks and Rec has submitted the 2023 budget request which is 5% higher than 2022. The Selectmen added another \$12,00 to the budget request for summer programs. Those requests will go to the Budget committee later this week.

The next meeting of the Wakefield Parks and rec Commission will be 11/14/22 at 5:30 p.m. at the Parks and Rec Building.

There being no further business the meeting adjourned at 6:40 p.m.

Respectfully submitted,

John Myers, Acting Secretary