

## Facility Use FAQ's

### ***What facilities do you have available to rent?***

- **Wells Harbor Community Park:** is scenically situated on Harbor Road. Its pristine marshes, glimmering dunes and beautiful harbor provide a perfect backdrop for an intimate wedding, family gathering or a special civic event. It is, by any measure, a lovely and ideal setting for memorable occasions. The Gazebo and Pavilion may be rented for functions. This park is open to the public.
  - Benches
  - Bocce
  - Fishing
  - Free Parking
  - Gazebo
  - Harbor Access
  - Horseshoe Pits
  - Pavilion
  - Picnic Tables
  - Playground
  - Restrooms
  - Viewing Platform
- **Hope Hobbs Gazebo:** The Gazebo, located at Wells Harbor Community Park, is ideal for wedding ceremonies, bands and small performances and is available to be rented and reserved for your function or event. It has ample bench seating and adjacent parking. Restroom facilities are approximately 450 feet away.
  - Benches
  - Electrical outlets
  - Free parking
  - Scenic
- **Harbor Pavilion:** The Harbor Pavilion, located at Wells Harbor Community Park, is ideal for receptions, reunions or other seated events.
- ***DUE TO COVID-19 THIS SITE IS CURRENTLY UNAVAILABLE FOR RENTAL***  
**Wells Activity Center:** The Wells Activity Center is a 4,160 SF building on 3 acres of town owned land with ample off-street parking on Route 109. The Activity Center is used for a variety of Parks and Recreation Department programs and events. The facility is also available for other functions and events upon reservation.
  - Two large rooms
  - Off-street parking
  - Restrooms
  - Stage
  - Kitchen facilities
- **Walter Marsh Recreation Area:** The Walter Marsh Recreation Area consists of approximately 70 acres of land owned by the Town of Wells. The property is located next to Hobbs Pond off route 9A. The pavilion may be rented for functions. This park is open to the public.
  - Baseball / Softball Diamond
  - Basketball Courts
  - Water fountains
  - Off-Street Parking
  - Office
  - Pavilion
  - Picnic Areas
  - Restrooms
  - Snack Bar
  - Soccer Field
  - Tennis Court
  - Volleyball

### ***How much does it cost to rent our facilities?***

- Wells Residents: \$50.00 per hour
- Non-Residents: \$60.00 per hour
- SECURITY DEPOSIT: A refundable Security Deposit of 50% of total fees is required. The security deposit shall be returned to the Designated User within 30 business days after the function if all conditions of the Use Agreement have been met.

### ***I don't see any reservations on your calendar, does this mean the facility is open?***

- Please contact us to confirm openings. The Recreation department frequently schedules events and programs at our facilities that may or may not be listed on the regular calendar.
- Contact Jen Frasier: 207-646-5826 or [jfrasier@wellstown.org](mailto:jfrasier@wellstown.org)

***May we have shelter tents?***

- Tents that require being staked down are not permitted.

***Is there electricity at the facilities?***

- Yes, all our facilities have electricity.

***Are there restrooms available at the facilities?***

- Yes, there are restrooms at all our facilities.

***I understand that there is a kitchen at the Wells Activity Center. Is cooking permitted there?***

- Cooking may be done at the Activity Center, but additional proof of insurance is required (typically held by a caterer) (\$50,000 min.)
- Crock pots and cold food may be brought in to be served.

***Are there BBQ grills at the pavilion or the gazebo?***

- No, we do not have BBQ grills at our facilities, but you are welcome to bring your own. Please refer to cooking requirements.

***Do you have tables and chairs available at the Wells Activity Center?***

- Tables and chairs are available upon request.
- Tablecloths are available at a small fee.

***May we serve alcohol at our event?***

- The serving and sale of alcoholic beverages is permitted, but only can be provided and served by a State of Maine licensed caterer or bartender who carries off-site liquor liability insurance.
- Any functions which are BYOB (Bring Your Own Bottle), must have a "Rentee Function Permit", issued by the State of Maine. Permit applications can be obtained by calling the State of Maine Liquor Enforcement at 624-8750. A copy of this permit must be submitted to the Town, together with the Use Agreement and the Use Application Form.
- The Wells Police Department shall be notified of the time and place of any function where alcohol is permitted. A police officer may be required at the expense of the Designated User as determined by the Chief of Police.

***Who do I contact if I have further questions or if I would like to reserve a facility?***

- Contact Jen Frasier: 207-646-5826 or [jfrasier@wellstown.org](mailto:jfrasier@wellstown.org)