

NOTICE OF PUBLIC MEETING

ORGANIZATION: BOARD OF PARKS
DATE: Wednesday, February 28, 2018
TIME: 6:00PM
LOCATION: JFK CIVIC CENTER
50 Arcand Drive
DPD CONFERENCE ROOM, 2ND FLOOR
LOWELL, MA 01852

REGULAR MEETING AGENDA

Meeting called to order at 6:05 PM

Board Members present:
John Linnehan, Chairman- Absent
Peter Finnegan, Vice-Chairman -Present
Thomas Caunter -Present
Ryan Rourke -Present
Melissa Desroches -Present

ITEM 1 Jason Normandie – Callery Park Little League

Callery Park – Concession Stand
April 9, 2018 – November 2, 2018 (Monday – Friday)
April 7, 2018 – November 3, 2018 (Saturday & Sunday)

5:00 PM – 10:00 PM
8:00 AM – 10:00 PM

Permit Fee – Resident Youth \$0.00

Decline

ITEM 2 Levenia Furusa -ZimExpo 2018

Cawley Memorial Stadium Complex – Lucas Cavalho Soccer Field
May 27, 2018 (Sunday)
Head Count (100)

8:00 AM – 4:00 PM

Fee Resident Adult \$200 /4 hour X 2 blocks = \$400.00

Custodial fee \$120.00 / 4 hour block X 2 blocks = \$240.00

Total Permit fee \$400 + Custodial fee \$240+ =\$640.00

Food – Grilling with Charcoal

Propane not allowed

Contact Fire Department of the Event

Will bring their own portable nets

Motion: Ryan Rourke

Second: Thomas Caunter

All in favor, so voted

- ITEM 3 Rick Guillaume – Family Reunion/Barbecue**
Shedd Park – Edward F. Finnegan Basketball Court
Head Count (125)
August 4, 2018 (Saturday) 11:00 AM – 3:00 PM
No Bathrooms
Will Reserve Shedd Park Pavilion and make new reservations for next meeting
Fee Non-Resident Adult \$100 / 2 hour block X 2 blocks = \$200.00
Decline
- ITEM 4 Cheryl Saba – Ecumenical Athletic Association**
Edwards St Park – Edward J Walsh Youth Soccer Complex
Head Count (60)
August 27, 2018 – October 31, 2018 (Monday – Friday) 4:00 PM – 6:00 PM
No Bathrooms
***Permit fee for resident youth \$0.00**
Motion: Thomas Caunter
Second: Ryan Rourke
All in favor, so voted
- ITEM 5 Cheryl Saba – SJA Summer Basketball League**
Father Maguire Playground – Concession Stand
Head Count (60)
July 1, 2018 – August 31, 2018 (Monday – Sunday) 8:00 AM – 10:00 PM
Contact Development Services for a Board of Health Permit
***Permit fee for resident youth \$0.00**
Motion: Ryan Rourke
Second: Thomas Caunter
All in favor, so voted
- ITEM 6 Sherrylyn Cruz Fontanez – The Life Center - Community Outreach**
Shedd Park – Pavilion
August 18, 2018 (Saturday) 10:00 AM – 6:00 PM
Head Count (150)
Fee Resident Adult \$25.00 / 2 hour X 4 blocks = \$100.00
Custodial fee \$120.00 / 4 hour block X 2 blocks = \$240.00
Total Permit fee \$100.00 + Custodial fee \$240.00 = \$340.00
Food – Grilling with Charcoal
Propane not allowed
Contact Fire Department of the Event
Motion: Thomas Caunter
Second: Ryan Rourke
All in favor, so voted

- ITEM 7 Jhonnatha Cheam – Clemente Park Committee**
- A) Clemente Park – Concession Stand
 April 1, 2018 – October 31, 2018 7:00 AM – 9:00 AM
Contact Development Services for a Board of Health Permit
Permit fee for resident youth \$0.00
 Motion: Thomas Caunter
 Second: Melissa Desroches
 All in favor, so voted
- B) Clemente Park Volleyball Court I, II, III, IV, V, VI, VII 7:00 AM – 9:00 AM
 April 1, 2018 – October 31, 2018 - is their Annual Khmer New Year Celebration
No Bathrooms
Road Closure
Police Detail –Call Lowell Police Department
Call Special Event Coordinator
Fee Resident Adult –All Permit Fees Waived
 Motion: Ryan Rourke
 Second: Melissa Desroches
 All in favor, so voted
- ITEM 8 Karen Bostwick – Lowell Soccer**
- Edwards St. Park – Concession Stand 7:00 AM – 9:00 PM
 March 31, 2018 – June 30, 2018 (Monday – Sunday)
***Permit fee for resident youth \$0.00**
Decline
- ITEM 9 Lynne Eriksen – Community Teamwork –Parking Only**
- Cawley Memorial Stadium Complex – Alumni Field
Head Count (40) 40 Cars on Douglas Road
 March 23, 2018 (Friday) 9:00 AM – 1:00 PM
Permit Fee Resident Adult \$0.00
 Motion: Ryan Rourke - **All Permit Fees Waived**
 Second: Thomas Caunter
 All in favor, so voted
- ITEM 10 Maria Auxiliadora Jacobs – Community Christian Fellowship**
- South Common – Greenspace
 Head Count (20)
No Bathrooms
 April 8, 2018 – November 4, 2018 (Sunday's) 4:00 PM – 6:00 PM
Permit Fee Resident Adult \$0.00
 Motion: Thomas Caunter - **All Permit Fees Waived**
 Second: Melissa Desroches
 All in favor, so voted

**ITEM 11 Dan Rourke – Lowell Junior High School Football –Owes Recreation Custodial Fees \$1,080.00
City Council waived \$480.00 of the permit fee (Board did not address and would like them to attend
next meeting in March)**

- A) Cawley Stadium – Machado Field
(Monday, Tuesday, Wednesday, Thursday)
August 13 2018 – August 16, 2018 6:00 PM – 10:00 PM
August 20, 2018 – November 8, 2018 6:00 PM – 10:00 PM
Permit Fee – Resident Youth \$0.00
All Permit Fees Waived due to Mr. Rourke donates his own funds for uniforms
Motion: Ryan Rourke
Second: Melissa Desroches
All in favor, so voted

Dan Rourke – Lowell Junior High School Football

- B) Cawley Memorial Stadium Complex-Cawley Stadium Turf
(Saturday)
September 8, 2018 – October 27, 2018 8:00 AM – 8:00 PM
Permit Fee – Resident Youth \$0.00
All Permit Fees Waived due to Mr. Rourke donates his own funds for uniforms
Motion: Ryan Rourke
Second: Melissa Desroches
All in favor, so voted

ITEM 12 Mayon Mitchell – MVFFL – Kids Flag Football (NFL Flag League)

- Cawley Memorial Stadium Complex-Cawley Stadium Turf
(Saturday) June 30, 2018 – August 25, 2018 8:00 AM – 12:00 PM
**Mayon Mitchell is giving up July 14, 2018 at Cawley Turf for the African Soccer Tournament
Canceling August 25, 2018 for Lowell High to use
Mayon Mitchell will be using Marchardo and Desmond fields for July 14 from 8-12pm (Permit fees
waived for giving up the 2 dates of July 14 and August 25, 2018)**
Permit Fee – Resident Youth \$0.00
Custodian Fee - \$120.00/ 4 hours, 7 days x 120.00 = \$840.00
Motion: Ryan Rourke
Second: Thomas Caunter
All in favor, so voted

ITEM 13 Robert Hunt – Friends of Tyler Park – Free Concert

- A) Tyler Park – Greenspace
(Thursday)
Head Count (100)
June 21, 2018 5:30 PM – 9:30 PM
July 19, 2018
August 16, 2018
No Bathrooms
Permit Fee Resident Adult \$0.00
Motion: Thomas Caunter - **All Permit Fees Waived**
Second: Ryan Rourke
All in favor, so voted

Robert Hunt – Friends of Tyler Park – Free Children Movie Night

B) Tyler Park – Greenspace
(Saturday)
Head Count (100)
September 8, 2018 5:30 PM – 9:30 PM
September 15, 2018 (Rain Date)

No Bathrooms

Permit Fee – Resident Youth \$0.00

Motion Thomas Caunter - **All Permit Fees Waived**
Second: Ryan Rourke
All in favor, so voted

ITEM 14 Maria Vargas – Higos De Borinquen - Puerto Rican Festival

South Common – Purtell Multipurpose Field 1:00 PM – 9:00 PM
August 5, 2018

No Bathroom s

Band for Music

No Food Trucks

Not sure if there will be Alcohol (License can be requested from the license commission)

Contact Special Events Coordinator

Police Detail –Call the Lowell Police Department

Charcoal Grill allowed

Propane not allowed

Call the Lowell Fire Department to notified of the event

Fee Non-Resident Adult \$100 / 2 hour block X 4 blocks = \$400.00

Motion: Thomas Caunter
Second: Ryan Rourke
All in favor, so voted

ITEM 15 Melissa Gaudet – School Field Trip

Shedd Park Pavillion
Wednesday, June 13, 2018 9:30 AM – 1:30 PM
Monday, June 18, 2018 9:30 AM – 1:30 PM

Permit Fee – Resident Youth \$0.00

Decline

ITEM 16 Brender Fombah – Wedding Cookout

Shedd Park Pavillion
Head Count (75)
Sunday, September 2, 2018 2:00 PM – 8:00 PM **(Changed the time)**
Music

Bringing their own food

Not sure if there will be Alcohol (License can be requested from the license commission)

Fee Resident Adult \$25.00 / 2 hour block x 4 blocks = \$100.00

Custodial fee \$120.00 /4 hours x 2 hour block \$240.00

Total Permit Fee \$100.00 + Custodial fee \$240.00 = \$340.00

Motion: Thomas Caunter
Second: Melissa Desroches
All in favor, so voted

- ITEM 17 Gilbert Vigeant – Lowell Girls Softball**
 McPherson Park – Concession Stand
 April 1, 2018 – Oct 31, 2018 (Monday – Sunday) 8:00 AM – 8:00 PM
Permit Fee – Resident Youth \$0.00
 Motion: Ryan Rourke
 Second: Melissa Desroches
 All in favor, so voted
- ITEM 18 Bob Majeau – Kids in Disability Sports Baseball Tournament – Emails giving permission from Lowell High School and Over Thirty Baseball for usage of field Cawley Alumni Field June 3,2018**
 Cawley Stadium Alumni Field
 Requesting (Sunday) June 3, 2018 9:00 AM – 1:00 PM
Permit Fee – Resident Youth \$0.00
Custodial fee \$120.00 /4 hours
 Motion: Ryan Rourke
 Second: Thomas Caunter
 All in favor, so voted
- ITEM 19 Jennifer Boisvert – Girlscout Yardsale**
 Fort Hill Park – Greenspace
 April 19, 2018
No Bathrooms 8:00 AM – 2:00 PM
Permit Fee – Resident Youth \$0.00
 Motion: Ryan Rourke
 Second: Thomas Caunter
 All in favor, so voted
- ITEM 20 Philip Sheridan – Lowell Catholic Callery Park – Zabbo Little League –Track Team to run**
 Monday – Friday
 March 26, 2018 – June 8, 2018 2:00 PM - 4:00 PM
Permit Fee – Resident Youth \$0.00
Decline
- ITEM 21 Alsha Vega – Baby Shower**
 Shedd Park Pavillion
 Head Count (40)
 Saturday, June 2, 2018 3:00 PM – 7:00 PM
Fee Resident Adult \$25.00 / 2 hour X 2 blocks = \$50.00
Custodial fee \$120.00 / 4 hour
Fee Resident Adult Permit fee \$50.00 + Custodial fee \$120.00 = \$170.00
Decline
- ITEM 22 Raffoul Najem – CCF Ministries -7th Annual Block Party to Bless the City**
 South Common – Purtell Multipurpose Field
 Saturday, July 21, 2018 8:00 AM – 4:00 PM
 Head Count (500)
No Bathrooms
Food if grilling use Charcoal and Propane not allowed
Call the Lowell Fire Department to notified of the event
Will dispose of their own trash
No Food Truck
Fee Resident Adult \$0.00
 Motion: Thomas Caunter - **All Permit Fees Waived**
 Second: Melissa Desroches
 All in favor, so voted

ITEM 23 Sara Vega – 7th Birthday Party
Shedd Park Pavillion
Head Count (30)
Saturday, June 16, 2018 2:00 PM – 6:00 PM
Fee Resident Adult \$25.00 / 2 hour X 2 blocks = \$50.00
Custodial fee \$120.00 / 4 hour
Fee Resident Adult fee \$50.00 + Custodial fee \$120.00 = \$170.00
Decline

ITEM 24 Sejemba Lwako – Annual African Health Cup Soccer Tournament
Cawley Memorial Stadium Complex – Cawley Stadium Turf 8:00 AM– 8:00 PM
(changed hours due to Mayon Mitchell Item 12 giving up his field time)
Saturday, July 14, 2018
400 Head Count
Police Detail (Call Lowell Police Department)
Fee reduced to usage of both fields Cawley Turf and Lucas Cavalho Soccer field on July 14, 2018
Total Resident Adult Permit fee \$205.00 custodial fee +\$400.00 = \$605.00
Motion: Thomas Caunter
Second: Melissa Desroches
All in favor, so voted

ITEM 25 Tom Mitchell – Lowell Girls Lacrosse –
A) Cawley Memorial Stadium Complex- Field Hockey
Monday, April 2, 2018 - Friday June 15, 2018 6:00 PM-10:00 PM
Permit Fee – Resident Youth \$0.00
Motion: Thomas Caunter- **All Permit Fees waived**
Second: Ryan Rourke
All in favor, so voted

Machado Field
Monday, April 2, 2018 - Friday June 15, 2018 6:00 PM-10:00 PM
Permit Fee – Resident Youth \$0.00
Motion: Thomas Caunter **All Permit Fees waived**
Second: Ryan Rourke
All in favor, so voted

Tom Mitchell – Lowell Girls Lacrosse
B) Cawley Stadium Complex Turf
April 8, 2018 – June 10, 2018 (8 Sundays) 10:00 AM-6:00 PM
Permit Fee – Resident Youth \$0.00
Custodial fee \$120 / 4 hour = 120 per day x 8 days = \$960.00
Motion: Thomas Caunter
Second: Ryan Rourke
All in favor, so voted

Field Hockey
April 8, 2018 – June 10, 2018 (8 Sundays) 10:00 AM-6:00 PM
Permit Fee – Resident Youth \$0.00
Custodial fee \$120 / 4 hour = 120 per day x 8 days = \$960.00
Motion: Thomas Caunter
Second: Ryan Rourke
All in favor, so voted

ITEM 26 Patrick Coppinger – Tapping Maple Trees at Fort Hill Park

Fort Hill Park

Taping of the trees begin the month of March

Motion: Ryan Rourke

Second: Melissa Desroches

All in favor, so voted

Meeting Adjourn: 7:25

Motion: Thomas Caunter

Second: Melissa Desroches