

NOTICE OF PUBLIC MEETING

ORGANIZATION: BOARD OF PARKS
DATE: Wednesday, March 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 6:00 PM

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

ITEM 1 Tobias Marx , Special Events Coordinator - Kerouac Park plans
Approval of plan for the Grant Narrative
Motion: Peter Finnegan
Second: Thomas Caunter
All in favor, so voted

ITEM 2 Kim Lambourne – Abraham Lincoln Elementary School – School Field Day
Mulligan Park - Basketball
Wednesday, June 6, 2018 -**Thursday, June 7, 2018 – Rain Date**
Head Count (500) 9:00 AM – 2:00 PM
No Bathrooms **(Change the hours to 9:00 AM – 2:00 PM)**
Permit Fee – Resident Youth \$0.00
Motion: Peter Finnegan
Second: Thomas Caunter
All in favor, so voted:

ITEM 3 Rachel Walsh –LCCPS-Last Day of School Activity Day
South Common – Purtell Multipurpose Field
Wednesday, June 20, 2018 8:00 AM – 12:00 PM
Head Count (85)
No Bathrooms
Permit Fee – Resident Youth \$0.00
Decline

ITEM 4 Sara Khun – Lowell Police Department- Youth Neighborhood Annual Movie Night

Armory Park – Greenspace

Head Count (50)

Monday, June 25, 2018

Thursday, June 28, 2018 – **Rain Date**

No Bathrooms

Permit Fee – Resident Youth \$0.00

Motion: Peter Finnegan

Second: Thomas Caunter

All in favor, so voted

5:00 PM – 9:00 PM

5:00 PM – 9:00 PM

(Change hours 5:00 PM – 9:00 PM)

Sara Khun – Lowell Police Department- Youth Neighborhood Annual Movie Night

Oliveria Park – Oliveria Little League Field

Head Count (50)

Monday, July 9, 2018

Thursday July 12, 2018– **Rain Date**

No Bathrooms

Permit Fee – Resident Youth \$0.00

Motion: Peter Finnegan

Second: Thomas Caunter

All in favor, so voted

6:00 PM – 9:00 PM

6:00 PM – 9:00 PM

(Change hours 6:00 PM – 9:00 PM)

Sara Khun – Lowell Police Department- Youth Neighborhood Annual Movie Night

Koumartzelis Park – Basketball Court

Head Count (50)

Monday, August 20, 2018

Wednesday, August 22, 2018– **Rain Date**

No Bathrooms

Permit Fee – Resident Youth \$0.00

Motion: Peter Finnegan

Second: Thomas Caunter

All in favor, so voted

5:00 PM – 9:00 PM

5:00 PM – 9:00 PM

(Change hours 5:00 PM – 9:00 PM)

Sara Khun – Lowell Police Department- Youth Neighborhood Annual Movie Night

McPherson – Basketball Court II

Head Count (50)

Monday, August 6, 2018

Thursday, August 9, 2018– **Rain Date**

No Bathrooms

Permit Fee – Resident Youth \$0.00

Motion: Peter Finnegan

Second: Thomas Caunter

All in favor, so voted:

5:00 PM – 9:00 PM

5:00 PM – 9:00 PM

(Change hours 5:00 PM – 9:00 PM)

ITEM 5 Patricia Fuller – Lowell Pop Warner

- A)** Cawley Memorial Stadium Complex –William J. Desmond Jr. Field
Wednesday, July 18, 2018 - Registration 5:00 PM – 9:00 PM
Head Count (100)
Permit Fee – Resident Youth \$0.00
Motion: Thomas Caunter
Second: Ryan Rourke
All in favor, so voted
- Thursday, July 19, 2018 – Uniform Handouts** 5:00 PM – 9:00 PM
(Monday – Thursday)
Head Count (150)
Permit Fee – Resident Youth \$0.00
Motion: Thomas Caunter
Second: Ryan Rourke
All in favor, so voted
- August 1, 2018 – August 30, 2018 – Football Practice** 5:30 PM – 9:30 PM
Head Count (150)
(Tuesday – Thursday)
Permit Fee – Resident Youth \$0.00
Motion: Peter Finnegan
Second: Thomas Caunter
All in favor, so voted
- September 4, 2018 – November 1, 2018– Football Practice** 5:30 PM – 9:30 PM
Head Count (150)
Permit Fee – Resident Youth \$0.00
Motion: Peter Finnegan
Second: Melissa Desroches
All in favor, so voted
- (Saturday) September 8, 2018 – Kick Off Cook out** 10:00 AM – 2:00 PM
Head Count (150)
Permit Fee – Resident Youth \$0.00
Motion: Peter Finnegan
Second: Thomas Caunter
All in favor, so voted

Patricia Fuller – Lowell Pop Warner –Football Games

- B)** Cawley Memorial Stadium Complex –Cawley Stadium Turf
Head Count (200)
(Sunday's)
September 23, 2018 7:00 AM – 3:00 PM
September 30, 2018 7:00 AM – 3:00 PM
October 21, 2018 7:00 AM – 3:00 PM
October 28, 2018 7:00 AM – 3:00 PM
Charcoal Grill – Propane not allowed
Contact the Lowell Fire Department of the event
Permit Fee – Resident Youth \$0.00
Custodial Fee \$120/4 hours x 2 blocks = \$240 per day, 4 days x \$240.00= \$960.00
Motion: Thomas Caunter
Second: Melissa Desroches
All in favor, so voted

- ITEM 6 Kelly Fox – Greater Lowell Road Runners Family Outing**
 Shedd Park - Pavilion
 Sunday July 22, 2018 9:00 AM – 5:00 PM
 Head Count (70)
 Fee Resident Adult \$25.00 / 2 hour block X 4 blocks = \$100.00
 Custodial fee \$120.00 / 4 hours x 2 blocks = \$240.00
Total Permit fee \$100.00 + Custodial fee \$240.00 =\$340.00
Charcoal Grill– Propane not allowed
Contact the Lowell Fire Department of the event
Will Apply for Liquor License Permit
(License can be requested from the license commission)
 Motion: Thomas Caunter
 Second: Melissa Desroches
 All in favor, so voted
- ITEM 7 Elfreda Jackson – Progressive Youth Ministry - Youth Retreat**
 Shedd Park – Pavilion
 Saturday, June 23, 2018 12:00 PM – 8:00 PM
 Head Count (50)
Permit Fee – Resident Youth \$0.00
Custodial fee \$120.00 / 4 hours x 2 blocks = \$240.00
Decline
- ITEM 8 DaQuall Graham – Full Deliverance Church –Free Community Cookout for the end of the School Year for Neighborhood Youth**
 Oliveria Park – Basketball Court
 Saturday, June 30, 2018 10:00 AM – 4:00 PM
 Head Count (125)
No Bathrooms
Face Painting
Bounce House
Charcoal Grill – Propane not allowed
Contact the Lowell Fire Department of the event
Permit Fee – Resident Youth \$0.00
 Motion: Peter Finnegan
 Second: Ryan Rourke
 All in favor, so voted
- ITEM 9 Susan Brittain – Community Teamwork- Farmer’s Market**
 Lucy Larcom Park – Greenspace
 (Friday’s)
 Head Count (200)
(Changing dates to July 6 – October 12, 2018)
Overlap school hours
No Bathrooms
 Motion: Ryan Rourke- **All Permit Fees Waived**
 Second: Thomas Caunter
 All in favor, so voted

- ITEM 10 Terri Venezia – Saint Michael’s School –Field Day**
 Friday, June 8, 2018
 Shedd Park - Pavilion **(Changing hours 8 -2 PM)** 8:00 AM – 2:00 PM
 Shedd Park – Track 8:00 AM – 2:00 PM
 Shedd Park – Picnic Area I-In Front of Pyne School 8:00 AM – 2:00 PM
 Shedd Park – Picnic Area II-In Front of Pyne School 8:00 AM – 2:00 PM
 Head Count (350)
Permit Fee – Resident Youth \$0.00
 Motion: Ryan Rourke
 Second: Melissa Desroches
 All in favor, so voted
- ITEM 11 Dorothy Semonian – Merrimack River Rowing Association**
 Anne Dean Welcome Regatta Festival Field-Multipurpose Field
 Sunday, June 24, 2018 – **Festival Regatta** **(Changing hours 5:00 AM - 5:00 PM)**
 Head Count (200)
Fee Resident Adult \$25.00 / 2 hour block x 5 blocks = \$100.00
 Sunday, September 30, 2018 - **Textile Regatta**
 Head Count (1500)
Fee Resident Adult \$25.00 / 2 hour block x 7 blocks = \$175.00
 Saturday, September 29, 2018 **Textile Regatta**
 Head Count (1500)
Fee Resident Adult \$25.00 / 2 hour block x 7 blocks = \$175.00
No Bathrooms
Total Permit fees \$100.00 + \$175.00 +\$175.00 = \$450.00
 Motion: Peter Finnegan
 Second: Thomas Caunter
 All in favor, so voted
- ITEM 12 Fernando Ramos- St. Patricks Church-Post Easter Announcement**
 Kerouac Park – Greenspace
 (Sundays)
 Head Count (40)
 April 8, 2018 2:00 PM – 4:00 PM
 April 15, 2018 2:00 PM – 4:00 PM
 April 22, 2018 2:00 PM – 4:00 PM
 April 29, 2018 2:00 PM – 4:00 PM
 May 6, 2018 2:00 PM – 4:00 PM
No Bathrooms
Fee Resident Adult \$25.00 / 2 hour block X 5 blocks = \$125.00
 Motion: Thomas Caunter
 Second: Melissa Desroches
 All in favor, so voted
- ITEM 13 Mamadee Kamara – Family Cookout**
 Shedd Park-Pavilion
 Head Count (100)
 Saturday, August 25, 2018 12:00 PM – 8:00 PM
Charcoal Grill – Propane not allowed
Contact the Lowell Fire Department of the event
Fee Resident Adult \$25.00 / 2 hour block X 4 blocks = \$100.00
Custodial fee \$120.00 / 4 hours X 2 blocks = \$240.00
Total Permit fee \$100.00 + Custodial fee \$240.00 =\$340.00
 Motion: Thomas Caunter
 Second: Ryan Rourke
 All in favor, so voted

- ITEM 14 Colleen Brown-Murkland School-Pen Pal Meet and Greet**
 Shedd Park-Pavilion
 Head Count (50)
 Thursday, May 31, 2018
 Friday, June 1, 2018 (**Rain Date**)
Permit Fee – Resident Youth \$0.00
 Motion: Thomas Caunter
 Second: Melissa Desroches
 All in favor, so voted
 10:00 AM – 2:00 PM
 10:00 AM – 2:00 PM
- ITEM 15 Abigail Phillips – Greenhalge Elementary School Field Day**
 McPherson Park
 Head Count (540)
 Wednesday June 13, 2018 and **Friday June, 15, 2018 (Rain Date)**
 McPherson Park Basketball – Basketball Court I
 McPherson Park Basketball – Basketball Court II
 McPherson Park Basketball – M2-Sweatt Softball Field
 McPherson Park Basketball – M3-Sweatt Softball Field
 McPherson Park Basketball – Tennis Court I
 McPherson Park Basketball – Tennis Court II
 McPherson Park Basketball – Tennis Court III
No Bathrooms
Permit Fee – Resident Youth \$0.00
Decline
 8:00 AM – 2:00 PM
- ITEM 16 Marie Sankoh – Family Gathering**
 Shedd Park-Pavilion
 July 7, 2018
 Head Count (30)
Fee Resident Adult \$25.00 / 2 hour block X 2 blocks = \$50.00
Custodial fee \$120.00 / 4 hours
Total Permit fee \$50.00 + Custodial fee \$120.00 = \$170.00
Decline
 5:00 PM – 9:00 PM
- ITEM 17 Erica Sanabia – Wedding Ceremony**
 Muldoon Park – Gazebo
 Thursday, August 9, 2018
 Head Count (40)
No Bathrooms
Will bring Chairs
Fee Resident Adult \$25.00 / 2 hour
 Motion: Peter Finnegan
 Second: Thomas Caunter
 All in favor, so voted
 3:00 PM – 5:00 PM
- ITEM 18 Erin Parisi – STEM Academy – Field Trip**
 Shedd Park-Pavilion
 Tuesday, June 12, 2018
 Head Count (110)
Permit Fee – Resident Youth \$0.00
 Motion: Ryan Rourke
 Second: Peter Finnegan
 All in favor, so voted
 9:30 AM – 1:30 PM

- ITEM 19 Rick Guillaume – Family Reunion**
 Shedd Park-Pavilion 12:00 PM - 4:00 PM
Shedd Park – Edward F. Finnegan Basketball Court 12:00 PM - 2:00 PM(changed hours)
 Saturday, August 4, 2018
 Head Count (125)
Music/Radio
Will bring tables and chairs
Pop-up tents
Charcoal Grill– Propane not allowed
Contact the Lowell Fire Department of the event
Permit Fee Adjusted – Non Resident \$100/2 hours x2 hour block = \$200.00
Custodial fee \$120.00 / 4 hours
Total Permit fee \$200.00 + Custodial fee \$120.00 = \$320.00
 Motion: Peter Finnegan
 Second: Melissa Desroches
 All in favor, so voted
- ITEM 20 Sreypoy Vary Colwell – Cambodian Mutual Assistance Association –Summer Recreation**
July 5, 2018 – August 17, 2018 11:00 AM – 3:00 PM
 (Monday – Friday)
 Father Maguire Playground – Basketball Court I, II, III
 Father Maguire Playground – Jan Mahoney PYO Girls Softball Field
 Head Count (80)
- July 5, 2018 – August 18, 2018** 11:00 AM – 3:00 PM
 (Monday – Saturday)
 Father Maguire Playground – Tennis Court I and II
 Father Maguire Playground – Volleyball Court I
 Head Count (80)
No Bathrooms
Permit Fee – Resident Youth \$0.00
 Motion: Peter Finnegan
 Second: Thomas Caunter
 All in favor, so voted
- ITEM 21 Juancarlos Delacruz –Church Mass**
 Kerouac Park – Greenspace
 Saturday, August 4, 2018 2:00 PM - 6:00 PM (changed hours)
 Head Count (100)
No Bathrooms
Fee Resident Adult \$25.00 / 2 hour block X 2 blocks = \$50.00
 Motion: Peter Finnegan
 Second: Thomas Caunter
 All in favor, so voted
- ITEM 22 Joy Sorota – J. G. Pyne Arts Magnet-Field Day**
 A) **Friday June 15, 2018** 7:00 AM – 3:00 PM
 Donahue Park – Basketball Court
 Donahue Park – Little League Baseball Field/Softball Field
 Head Count (300)
No Bathrooms
Permit Fee – Resident Youth \$0.00
 Motion: Thomas Caunter
 Second: Melissa Desroches
 All in favor, so voted

- B) **Friday, June 22, 2018** 8:00 AM – 2:00 PM
Shedd Park –Cahill-Perrin Little League Field
Shedd Park – Robert G. Gallagher Little League Field
Shedd Park – Gresco Baseball Field
Shedd Park –Edward F. Finnegan Basketball Court
Shedd Park –Elmer P. Rynne Tennis Court I, II, III, IV, V and VI
Shedd Park – Tennis Backboard I and Tennis Backboard II
Shedd Park – Track 7:00 AM – 3:00 PM
Shedd Park – Pavilion 7:00 AM – 3:00 PM
Permit Fee – Resident Youth \$0.00
Motion: Peter Finnegan
Second: Thomas Caunter
All in favor, so voted

ITEM 23 Dekontee Faikai-YMCA Youth Soccer

- South Common – Greenspace
(Wednesday & Friday)
April 25, 2018 – June 8, 2018 6:00 PM – 8:00 PM
Head Count (45)
No Bathrooms
Permit Fee – Resident Youth \$0.00
Motion: Peter Finnegan
Second: Melissa Desroches
All in favor, so voted

ITEM 24 Alexandra Diaz – Baby Shower

- Shedd Park – Pavilion
Sunday, July 15, 2018 3:00 PM – 7:00 PM
Fee Resident Adult \$25.00 / 2 hour block X 2 blocks = \$50.00
Custodial fee \$120.00 / 4 hours
Total Permit fee \$50.00 + Custodial fee \$120.00 = \$170.00
Decline

ITEM 25 Miguel Rivera – The Sound Doctrine-Youth Outreach

- North Common – Stage
Saturday, June 30, 2018 4:00 PM – 8:00 PM
No Bathrooms
Permit Fee – Resident Youth \$0.00
Motion: Peter Finnegan
Second: Thomas Caunter
All in favor, so voted

ITEM 26 Priscilla Barros – Easter Egg Hunt

- Shedd Park – Pavilion
Saturday, March 24, 2018 9:00 AM – 1:00 PM
Permit Fee – Resident Youth \$0.00
Motion: Peter Finnegan
Second: Thomas Caunter
All in favor, so voted:

ITEM 27 Kari Robertson – One Year Old Birthday Party- Setting up their own tents w/rental tables

- Shedd Park –Picnic Area II – In the Front of the Pyne School
Head Count (50)
Saturday, April 21, 2018 1:00 PM – 5:00 PM
No Bathrooms
Fee Resident Adult \$25.00 / 2 hour block X 2 blocks = \$50.00
Decline

- ITEM 28 Glenn Stewart – 11th Annual Greater Lowell Road Runners Youth Track Meet – Email permission from Lowell High School**
 Cawley Stadium – Track
 Thursday, April 19, 2018
 Head Count (15) **12:00 PM – 5:00 PM (change the time)**
Permit Fee – Resident Youth \$0.00
Custodial fee \$120.00 / 4 hours
 Motion: Peter Finnegan
 Second: Thomas Caunter
 All in favor, so voted
- ITEM 29 Glenn Stewart- Annual Noelle’s Running Clinic**
 Shedd Park – Track
 (Monday – Friday)
 July 23, 2018 – August 3, 2018 9:00 AM – 1:00 PM
 Head Count (15)
No Bathrooms
Permit Fee – Resident Youth \$0.00
 Motion: Peter Finnegan
 Second: Melissa Desroches
 All in favor, so voted
- ITEM 30 Jennifer Roma – Lowell Catholic**
 (Monday – Friday)
June 25, 2018 – June 29, 2018 – Tennis Camp 9:00 AM – 3:00 PM
 Head Count (15)
 Callery Park – Tennis Court I, II
Callery Park – Zabbo Little League Field –Baseball Summer Camp
No Bathrooms
Permit Fee – Resident Youth \$0.00
Decline
- ITEM 31 Karen Bostwick – League Concession Stand Sales**
 Edwards St. Park – Concession Stand
 (Monday – Sunday)
 March 24, 2018 – June 30, 2018 7:00 AM – 9:00 PM
No Bathrooms
Permit Fee – Resident Youth \$0.00
 Motion: Peter Finnegan
 Second: Thomas Caunter
 All in favor, so voted
- ITEM 32 Admed Adigun – Birthday Party**
 Shedd Park – Pavilion
 Saturday May 5, 2018 4:00 PM – 8:00 PM
 Head Count (50)
Fee Resident Adult \$25.00 / 2 hour block X 2 blocks = \$50.00
Custodial fee \$120.00 / 4 hours
Total Permit fee \$50.00 + Custodial fee \$120.00 = \$170.00
Decline

ITEM 33 David Fofanah – Organization of Sierra Leone/American in New England –Graduation Certification for Youths
Shedd Park – Pavilion
Saturday, August 11, 2018 12:00 PM – 8:00 PM
Head Count (100)
Charcoal Grill– Propane not allowed
Contact the Lowell Fire Department of the event
Permit Fee – Resident Youth \$0.00
Custodial fee \$120.00 / 4 hours x 2 blocks = \$240.00
Motion: Thomas Caunter
Second: Melissa Desroches
All in favor, so voted

ITEM 34 Doreen Jones – Bartlett School- Field Trip 8:00 AM – 2:00 PM
June 20, 2018 – Reserve this date only
Shedd Park – Cahill-Perrin Little League Field
Shedd Park – Edward F. Finnegan Basketball Court
Shedd Park – Robert G. Gallaher Little League Field
Shedd Park –Gresco Baseball Field
Shedd Park –Kelly L. Page Softball Field
Shedd Park – Pavillion
Shedd Park –Tennis Backboard I and II
Shedd Park –Track
Shedd Park – Elmer P. Rynne Tennis Court I, II, III, IV, V, VI
Permit Fee – Resident Youth \$0.00
Motion: Peter Finnegan
Second: Melissa Desroches
All in favor, so voted

ITEM 35 Chris Crowley – Lowell Public Schools – Field Day
Callery Park – John J Barrett Field
Tuesday, June 19, 2018 -Thursday, June 21, 2018 - Rain Date 8:00 AM – 2:00 PM
Head Count (95)
No Bathrooms
Permit Fee – Resident Youth \$0.00
Motion: Peter Finnegan
Second: Thomas Caunter
All in favor, so voted

ITEM 36 Melissa Gaudet – Bailey School – Field Trip 9:30 AM – 1:30 PM
Wednesday, June 13, 2018 – Monday, June 18, 2018 – Rain Date
Shedd Park – Pavillion
Head Count (115)
Permit Fee – Resident Youth \$0.00
Motion: Thomas Caunter
Second: Ryan Rourke
All in favor, so voted

ITEM 37 Chris Snow – Shedd Park Baseball and Softball Organization
Presentation Materials – Proposal for Page and Gallagher Field and Concession Stand Board will not address until further research is completed

Meeting Adjourn: 8:00 PM

Motion: Thomas Caunter
Second: Ryan Rourke