

NOTICE OF PUBLIC MEETING

ORGANIZATION: BOARD OF PARKS
DATE: Wednesday, April 25, 2018
TIME: 6:00 PM
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 -Absent
Peter Finnegan, Vice-Chairman- Present
Thomas Caunter- Present
Ryan Rourke- Present
Melissa Desroches- Present

- ITEM 1 Kenneth Doucette – Middlesex Sherrif’s Office - Youth Public Safety Academy
Community Public Safety Day - Demonstrations from the Fire Department,
Police Department and Life Safety**
Cawley Memorial Stadium Complex – Cawley Stadium Turf
Wednesday, July 18, 2018 8:00 AM – 4:00 PM
Head Count (250)
Permit Fee – Resident Youth \$0.00
Motion: Thomas Caunter
Second: Melissa Desroches
All in favor, so voted
- ITEM 2 Sallieu Conteh – Conduct Cookout for Graduates**
Shedd Park Pavilion
Saturday, June 30, 2018 12:00 PM – 8:00 PM
Head Count (50)
Permit Fee – Resident Youth \$0.00
Custodial Fee \$120/4 hours x 2 blocks = \$240.00
Charcoal – No Propane allowed – Call Fire Dept of the date of the event
Motion: Ryan Rourke
Second: Thomas Caunter
All in favor, so voted

ITEM 3 Scott Boyle – Butler Middle School – Field Trip

Friday, May 18, 2018

8:00 AM – 2:00 PM

Head Count (325)

Shedd Park Pavilion

9:00 AM – 1:00 PM

Shedd Park – Track

Shedd Park – Elmer P. Rynne Tennis Court I, II, III, IV, V, VI

Shedd Park – Kelly L. Page Softball Field

Shedd Park – Edward F. Finnegan Basketball Court

Permit Fee – Resident Youth \$0.00

Motion: Thomas Caunter

Second: Ryan Rourke

All in favor, so voted

ITEM 4 Paula Gomez Stordy – The Center for Hope and Healing – Fun Event/Fundraiser

Shedd Park Pavilion

Sunday, August 26, 2018

10:00 AM – 6:00 PM

Head Count (300)

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

Custodial Fee \$120/4 hours

Total Permit fees \$100.00 + \$240.00= \$340.00

May bring their own food

Charcoal – No propane – Call Lowell Fire Department of the date of the event

DJ, Inflatable rides and face painting

Motion: Ryan Rourke

Second: Melissa Desroches

All in favor, so voted

ITEM 5 Catherine Fiorino - Immaculate Conception School-Field Day

Tuesday, June 12, 2018

9:30 AM – 11:30 PM

Head Count (200)

Cawley Memorial Stadium Complex – Cawley Turf

Cawley Memorial Stadium Complex – Track

Permit Fee – Resident Youth \$0.00

Motion: Ryan Rourke

Second: Melissa Desroches

All in favor, so voted

ITEM 6 Leandra Fontaine – Children’s Party

Shedd Park – Pavilion

Saturday, July 14, 2018

1:00 PM – 5:00 PM

Fee Resident Adult \$25.00 / 2 hour block x 2 blocks = \$50.00

Custodial Fee \$120/4 hours

Total Permit fees \$50.00 + \$120.00 = \$170.00

Decline

- ITEM 7 Cheryl Cunningham – Washington School – Field Trip**
Friday, June 15, 2018 and Monday, June 18, 2018 (Rain Date) 7:00 AM – 1:00 PM
 Head Count (300)
 Callery Park-Zabbo Little League Field
 Callery Park - Conroy Softball Field
 Callery Park – John J Barrett Field
 Callery Park – Tennis Court I, II, III
 Head Count (300)
No Bathrooms
Permit Fee – Resident Youth \$0.00
 Motion: Thomas Caunter
 Second: Ryan Rourke
 All in favor, so voted
- ITEM 8 Deborah Motew – Lowell Community Charter Public (District) Educational**
 South Common – Purtell Multipurpose Field
 Wednesday, June 13, 2018 8:00 AM – 4:00 PM
 Head Count (160)
No Bathrooms
Permit Fee – Resident Youth \$0.00
 Motion: Thomas Caunter
 Second: Ryan Rourke
 All in favor, so voted
- ITEM 9 Jennifer Hall- Paradigm Academy - Jiu-Jitsu Graduation and Cookout**
 Shedd Park – Pavilion 9:00 AM – 5:00 PM
 Saturday, June 9, 2018
 Head Count (50)
Fee Resident Adult \$25.00 / 2 hour block x 4 blocks = \$100.00
Custodial Fee \$120/4 hours x 2 blocks = \$240.00
Total Permit fees \$100.00 + \$240.00 = \$340.00
Charcoal – No Propane allowed – Call Fire Dept of the date of the event
Will bring chairs and mats
 Motion: Ryan Rourke
 Second: Thomas Caunter
- ITEM 10 Emaly Horn – Elevate Lowell Music & Arts Festival**
 Lucy Larcom Park - Greenspace
Friday September 14, 2018 (Set up of the Festival) 6:00 PM –10:00 PM
Saturday September 15, 2018–Festival 8:00 AM –10:00 PM
 Head Count (200)
No Bathroom
No Lights
Fee Resident Adult \$25.00 / 2 hour block x 9 blocks =\$225.00
 Motion: Thomas Caunter
 Second: Melissa Desroches
 All in favor, so voted
- ITEM 11 Corey Eichenbaum – Lowell Sunday Softball – Softball Tournament**
 North Common – Carney Softball Field
 Saturday, May 12, 2018 9:00 AM – 7:00 PM
 Head Count (100)
Charcoal – No Propane allowed – Call Fire Dept of the date of the event
PYO Donation
No Bathrooms
 Motion: Ryan Rourke – All Permit fees waived
 Second: Thomas Caunter
 All in favor, so voted

ITEM 12 Manny Silva – Lowell United Soccer - Soccer Tournament

Cawley Memorial Stadium Complex – Lucas Cavalho Soccer Field
Saturday, May 5, 2018
Head Count (38)

2:00 PM – 6:00 PM

Fee Resident Adult \$200.00 / 4 hour block

Custodial Fee \$120/4 hours

Total Permit fees \$200.00 + \$120.00 = \$320.00

Decline

ITEM 13 James Mwangi – Entertainment -Kenyan Community Cookout

Anne Dean Welcome Regatta Festival Field – Multipurpose Field
Decline Saturday, July 7, 2018-will need to reschedule for June 30 and will attend next BOP meeting
Head Count (300)

2:00 PM – 10:00 PM

No Bathrooms

No Lights

Will order Portable Toilets

Charcoal – No Propane allowed – Call Fire Dept of the date of the event

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

Motion: Ryan Rourke

Second: Melissa Desroches

All in favor, so voted

ITEM 14 Rebecca Rebelo – Grandmother’s 80th Birthday

Shedd Park Pavilion
Sunday, August, 19 2018
Head Count (50)

12:00 PM – 8:00 PM

Fee Resident Adult \$25.00 / 2 hour block x 2 blocks = \$50.00

Custodial Fee \$120/4 hours

Total Permit fees \$50.00 + \$120.00 = \$170.00

Will bring their own food

Motion: Thomas Caunter

Second: Ryan Rourke

All in favor, so voted

ITEM 15 Abigail Phillips – Greenhalge School Field Day

Wednesday, June 13, 2018 and Friday, June 15, 2018 (Rain Date)

7:00 AM – 1:00 PM

McPherson Park – Basketball Court I, II

McPherson Park – Tennis Court I, II, III – **Leave one open for the public**

McPherson Park – M3 – Vigeant Softball Field

McPherson Park – M2 – Sweatt Softball Field

Head Count (540)

No Bathrooms

Permit Fee – Resident Youth \$0.00

Motion: Ryan Rourke

Second: Melissa Desroches

All in favor, so voted

ITEM 16 Sovanna Pouy - Cambodian Mutual Assistance –Youth Community Event

Sheehy Park Extension – Greenspace
Wednesday, May 23, 2018
Head Count (50)

4:00 PM – 8:00 PM

No Bathrooms

Permit Fee – Resident Youth \$0.00

Decline

ITEM 17 Steve Goulakos/Tom Saucier – Lowell Triple B Softball

Credit due to Canceling (13) Reservation Dates

Fee Resident Adult \$25.00 / 2 hour block = \$50.00 per day x 23 Days = \$1150.00

Total Permit Fee \$2,675.00

St Louis Playground – Harry Allen Field

6:00 PM – 10:00PM

Monday, May 28, 2018
Thursday, May 31, 2018
Thursday, June 7, 2018
Monday, June 11, 2018
Thursday, June 14, 2018
Thursday, June 19, 2018
Thursday, June 21, 2018
Thursday, June 28, 2018
Tuesday, July 3, 2018
Wednesday, July 4, 2018
Thursday, July 5, 2018
Thursday, July 12, 2018
Thursday, July 19, 2018
Thursday, July 26, 2018
Monday, September 3, 2018
Tuesday, September 4, 2018
Wednesday, September 5, 2018
Thursday, September 6, 2018
Monday, September 10, 2018
Tuesday, September, 11, 2018
Wednesday, September 12, 2018
Thursday, September 13, 2018
Monday, September 17, 2018

Motion: Ryan Rourke
Second: Melissa Desroches
All in favor, so voted

ITEM 18 Jessenia Aponte – Middle School Graduation

Shedd Park Pavilion
Saturday, June 23, 2018
Head Count (60)

3:00 PM – 7:00 PM

Permit Fee – Resident Youth \$0.00

Custodial Fee \$120/4 hours

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

**ITEM 19 Anne-Marie Sousa – Jeanne D’Arc Credit Union – Film a Video for the Credit Union Employees
Tuesday, May 8, 2018 and Wednesday, May 9, 2018 (Rain Date) (2 days)**

Anne Dean Welcome Regatta Festival Field – Multipurpose Field
Head Count (50)

12:00 PM – 8:00 PM

No Lights

No Bathrooms

Fee Resident Adult \$25.00 / 2 hour block x 8 blocks = \$200.00

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

ITEM 20 Glarybell Ortiz – Child’s Birthday

Shedd Park Pavilion

Saturday, May, 19 2018

3:00 PM – 7:00 PM

Fee Resident Adult \$25.00 / 2 hour block x 2 blocks = \$50.00

Custodial Fee \$120/4 hours

Total Permit fees \$50.00 + \$120.00 = \$170.00

Decline

ITEM 21 Wilmari Mercado – 1st Birthday Party

Shedd Park Pavilion

Saturday, July 21, 2018

2:00 PM – 6:00 PM

Fee Resident Adult \$25.00 / 2 hour block x 2 blocks = \$50.00

Custodial Fee \$120/4 hours

Total Permit fees \$50.00 + \$120.00 = \$170.00

Charcoal – No Propane allowed – Call Fire Dept of the date of the event

Motion: Ryan Rourke

Second: Thomas Caunter

All in favor, so voted

ITEM 22 Daniel Price – AA Group Cookout

A) Shedd Park Pavilion

Saturday, June 16, 2018

Head Count (50)

12:00 PM – 4:00 PM

Fee Resident Adult \$25.00 / 2 hour block x 2 blocks = \$50.00

Custodial Fee \$120/4 hours

Total Permit fees \$50.00 + \$120.00 = \$170.00

Charcoal – No Propane allowed – Call Fire Dept of the date of the event

Will remove trash and charcoal

Motion: Ryan Rourke

Second: Melissa Desroches

All in favor, so voted

B) Daniel Price – AA Group Cookout

Shedd Park Pavilion

Saturday, July 28, 2018 10:00 AM – 2:00 PM

Head Count (50)

Fee Resident Adult \$25.00 / 2 hour block x 2 blocks = \$50.00

Custodial Fee \$120/4 hours

Total Permit fees \$50.00 + \$120.00 = \$170.00

Motion: Ryan Rourke

Second: Thomas Caunter

All in favor, so voted

- ITEM 23 Natasha White – Special Event (Birthday Party)**
 Shedd Park Pavilion
 Saturday, May 26, 2018
 Head Count (50)
Fee Resident Adult \$25.00 / 2 hour block x 2 blocks = \$50.00
Custodial Fee \$120/4 hours
Total Permit fees \$50.00 + \$120.00 = \$170.00
 Will bring their own food
 Motion: Ryan Rourke
 Second: Thomas Caunter
 All in favor, so voted
 2:00 PM – 6:00 PM
- ITEM 24 Becky Roman – Open Air Church Services**
A) North Common – Stage
 Wednesday, May 2, 2018
 Wednesday, May 9, 2018
 Wednesday, May 16, 2018
 Wednesday, May 23, 2018
 Wednesday, May 30, 2018
 Head Count (20)
No Bathrooms
Fee Resident Adult \$25.00 / 2 hour block x 5 blocks = \$125.00
Decline
 6:30 PM – 8:30 PM
- Becky Roman – Open Air Church Services**
B) North Common – Stage
 Saturday, June 2, 2018
 Wednesday, June 6, 2018
 Wednesday, June 13, 2018
 Wednesday, June 27, 2018
 Saturday, June 30, 2018
 Head Count (20)
No Bathrooms
Fee Resident Adult \$25.00 / 2 hour block x 5 blocks = \$125.00
Decline
 1:30 PM – 3:30 PM
- ITEM 25 Steve Munroe – Motorcycle Night - Parking Vendor & Trailers**
 Anne Dean Welcome Regatta Festival Field – Multipurpose Field
 (Tuesday's) June 5, 2018 – September 18, 2018
No Lights
No Bathrooms
All Permit Fees waived, per Board of Parks
 Motion: Ryan Rourke
 Second: Thomas Caunter
 All in favor, so voted
 4:00 PM – 10:00 PM

ITEM 26 **John Dartey – The Church of Pentecost Lowell District Cookout & Gaming**
South Common –Purtell Multipurpose Field
Saturday, July 7, 2018 7:00 AM – 7:00 PM
No Bathrooms
Charcoal – No Propane allowed – Call Fire Dept of the date of the event
Will Supply Porta Potty's
Will Remove Trash and Charcoal
Fee Non-Resident Adult \$100.00 / 2 hour block x 6 blocks = \$600.00
Motion: Thomas Caunter
Second: Melissa Desroches
All in favor, so voted

ITEM 27 **Roselyn Scales – Lowell Catholic – Elementary School Walk-A-Thon**
Friday October 19, 2018
Callery Park- John J. Barrett Field Head Count (150) 7:45 PM – 11:45 PM
Callery Park – Zabbo Little League Head Count (75) 7:45 PM – 11:45 PM
No Bathrooms
Permit Fee – Resident Youth \$0.00
Motion: Ryan Rourke
Second: Thomas Caunter
All in favor, so voted

ITEM 28 **Nina Koveos –Chelmsford Mothers Club- Summer Children Party**
Shedd Park – Pavilion
Sunday, August 12, 2018 10:00 AM – 2:00 PM
Head Count (65)
Fee Resident Adult \$25.00 / 2 hour block x 2 blocks = \$50.00
Custodial Fee \$120/4 hours
Total Permit fees \$50.00 + \$120.00 = \$170.00
Decline

ITEM 29 **Elfreda Jackson – Progressive Youth Ministry – Youth Retreat**
Shedd Park – Pavilion
Saturday, June 23, 2018 10:00 AM – 2:00 PM
Head Count (50)
Charcoal – No Propane allowed – Call Fire Dept of the date of the event
Will remove trash and charcoal
Permit Fee – Resident Youth \$0.00
Custodial Fee \$120/4 hours
Motion: Ryan Rourke
Second: Thomas Caunter
All in favor, so voted

ITEM 30 **Dan Rourke – Lowell Junior High School Football Revisit –Owes Recreation Custodial Fees \$1,080.00**
(City Council waived \$480.00 of the permit fee)
Board address to revisit permit fees

Meeting Adjourn: 7:20 PM
Motion: Thomas Caunter
Second: Ryan Rourke