



## Lowell Board of Parks *Meeting Agenda*

DATE: Wednesday, March 29, 2023

TIME: 6:00PM

LOCATION: Mayor's Reception Room, 375 Merrimack St. 2<sup>nd</sup> Floor, Lowell, MA 01852

### Item 1 – Joanne Downing (*Bartlett Community Partnership School*) – Bartlett School Field Trip

Shedd Park – Pavilion

Wednesday, June 14, 2023

8am-4pm

Shedd Park – Cahill-Perrin Little League Field

Shedd Park – Edward F. Finnegan Basketball Court

Shedd Park – Gresco Baseball Field

Shedd Park – Tennis Backboards I & II

Shedd Park – Elmer P. Rynne Tennis Courts I - IV

Wednesday, June 14, 2023

8am-2pm

**Resident Youth Fee \$0.00/2hr block = \$0**

Requesting the use of Splash Pad and will need to coordinate with the Superintendent of Parks.

### Item 2 – Lisa Bray (*Eco-Friendly Home Services*) – Earth Day Clean Up

Lucy Larcom Park – Greenspace

Saturday, April 22, 2023

9am-11am

**FEES ARE WAIVED FOR A CITY EVENT.**

Eco-Friendly Home Services will be partnering with the City Manager's office, Lowell Chamber of Commerce, CBA and Lowell Litter Krewe to have a big earth day park clean up event. Followed by planting trees by the Council members to represent the districts of Lowell after the event.

### Item 3 – Elizabeth Cheung (*Elevate New England*) – LHS Elevate Program Graduation Celebration

Shedd Park – Pavilion

Friday, June 23, 2023

2pm-10pm

Saturday, June 24, 2023 (*Rain Date*)

12pm-8pm

**Resident Youth Fee \$0.00/2hr block = \$0**

**Custodial Fee \$120/4 hour X 2 = \$240** (*One custodian fee, dependent on which date is used*)

**Total Fee = \$240**

This is for an annual celebration for their high school graduates from Lowell High & Career Academy.

Item 4 – Marvin Winston – Cookout/Fundraiser

Shedd Park – Pavilion

Saturday, April 15, 2023

6pm-10pm

Resident Adult Fee \$25.00/2hr block X 2 = \$50

Custodial Fee \$120/4 hour = \$120

Total Fee = \$170

Item 5 – Keisha Madeira – Birthday Party

Shedd Park – Pavilion

Saturday, May 20, 2023

2pm-6pm

Resident Adult Fee \$25.00/2hr block X 2 = \$50

Custodial Fee \$120/4 hour = \$120

Total Fee = \$170

Requesting permission for a bouncy house.

Item 6 – Gabriel Kamau (*Rehoboth Ministries*) – Christian Fellowship

Shedd Park – Pavilion

Saturday, July 15, 2023

3pm-7pm

Resident Adult Fee \$25.00/2hr block X 2 = \$50

Custodial Fee \$120/4 hour = \$120

Total Fee = \$170

Item 7 – Mona Tyree (*MVFFL*) – AACC Outing

Shedd Park – Pavilion

Saturday, August 26, 2023

8am-8pm

Sunday, August 27, 2023

8am-8pm

Resident Adult Fee \$25.00/2hr block X 6 = \$150 per date X 2 dates = \$300

Custodial Fee \$120/4 hour X 3 = \$360 per date X 2 dates = \$720

Total Fee = \$1,020 [\$510 per date]

This will be a two day event.

Item 8 – Domenic Caraco (*Over Thirty Baseball*)

A) Cawley Memorial Stadium Complex – Alumni Field | **Playoff Games**

August 20 – September 24, 2023

(Sundays)

8am-12pm

Resident Adult Fee \$150.00/4hr block = \$150 per date X 5 dates = \$750

Custodial Fee \$120/4 hour = \$120 per date X 5 dates = \$600

Total Fee = \$1,350 [\$270 per date]

B) Cawley Memorial Stadium Complex – Alumni Field | **Annual All Star Game**

Sunday, October 08, 2023

9am-1pm

Resident Adult Fee \$150.00/4hr block = \$150

Custodial Fee \$120/4 hour = \$120

Total Fee = \$270

Total Fee for both A + B = \$1,620

**Item 9 – BOARD NEEDS TO VOTE:** Approval for Lowell High School to release (4) dates from their permit at William “Billy” Rizos Turf Field for Lowell Pop Warner. LHS has requested to release the following dates: 9/10, 9/17, 10/01 and 10/08, 2023.

**Item 10 – Rose Tune (*Lowell Pop Warner*) – Football Practice**

**A) Cawley Memorial Stadium Complex – William “Billy” Rizos Turf Field**

September 10, 2023	9am-1pm
September 17, 2023	9am-1pm
October 01, 2023	9am-1pm
October 08, 2023	9am-1pm

**Resident Youth Fee \$0.00/4hr block = \$0**

**Custodial Fee \$120/4 hour = \$120 per date X 4 dates = \$480**

**Total Fee = \$480**

**B) Cawley Memorial Stadium Complex – William J. Desmond Jr. Field**

August 01 – November 01, 2023 (M-Th for August   M-W for Sept – Nov 01)	6pm-10pm
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**Resident Youth Fee \$0.00/4hr block = \$0**

**Lights Fee \$75.00/4hr block = \$75 per date X 44 dates = \$3,300**

**Custodial Fee \$120/4 hour = \$120 per date X 44 dates = \$5,280**

**Total Fee = \$8,580**

**PER SHANNON COHAN, A CUSTODIAN SHOULD BE ON SITE UNTIL 10:00PM.**

**Item 11 – Robert Hunt (*Friends of Tyler Park*) – 3 Free Concert Series / 1 Movie Night**

**Tyler Park – Greenspace**

Thursday, June 15, 2023	5pm-9pm
Thursday, July 20, 2023	5pm-9pm
Thursday, August 17, 2023	5pm-9pm
Saturday, September 09, 2023	4pm-8pm

**Resident Adult Fee \$25.00/2hr block X 2 = \$50 per date X 4 dates = \$200**

**Total Fee = \$200 [\$50 per date]**

This will be their 25<sup>th</sup> year doing 3 concerts and a movie night in the park. These are all free events for the community.

**Item 12 – Chris Crowley (*Lowell Public Schools*) – Field Day**

**Callery Park – John J Barrett Field**

Friday, June 09, 2023	8am-2pm
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**Resident Youth Fee \$0.00/2hr block = \$0**

**Item 13 – Joanne Proulx – 2<sup>nd</sup> Birthday Party**

**Shedd Park – Pavilion**

Saturday, April 08, 2023	1pm-5pm
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**Resident Youth Fee \$0.00/2hr block = \$0**

**Custodial Fee \$120/4 hour = \$120**

**Total Fee = \$120**

**Item 14 – Johnson Prak – Flag Football Clinic**

Hovey Field – Field I

Saturday, April 15, 2023

9am-5pm

**Resident Adult Fee \$25.00/2hr block X 4 = \$100**

**Item 15 – Tiffany Jeffers – Birthday Party**

Shedd Park – Pavilion

Saturday, April 29, 2023

12pm-4pm

**Resident Adult Fee \$25.00/2hr block X 2 = \$50**

**Custodial Fee \$120/4 hour = \$120**

**Total Fee = \$170**

**Item 16 – Nina Silva (*Saint Michael School*) – Field Day**

Shedd Park – Pavilion

Monday, May 22, 2023

8am-4pm

Tuesday, May 23, 2023 (*Rain Date*)

8am-4pm

Shedd Park – Gresco Baseball Field

Shedd Park – Tennis Backboards I & II

Shedd Park – Track

Shedd Park – Edward F. Finnegan Basketball Court

Shedd Park – Krysiak Courts on Boylston St. Courts I & II

Monday, May 22, 2023

8am-2pm

Tuesday, May 23, 2023 (*Rain Date*)

8am-2pm

**Resident Youth Fee \$0.00/2hr block = \$0**

Nina was previously issued a permit at last month's meeting, but this is a request for new dates.

**Item 17 – Adam Hutchinson – Antique Art Auction Fair**

Shedd Park – Pavilion

Saturday, September 16, 2023

10am-6pm

**Resident Adult Fee \$25.00/2hr block X 4 = \$100**

**Custodial Fee \$120/4 hour X 2 = \$240**

**Total Fee = \$340**

Adam would like to hold an Antique/Art auction festival in Lowell, and is a licensed Auctioneer and Antique guy, DBA Adams Auctions Antiques and Amusements. Adam would like to use the Pavilion for the auction and main area with a PA system, utilize the surrounding greenspace for 10 to 20 Art/Antique dealers (10 by 10 tents), and possibly have a food truck or two. They would all be local vendors, some from Western Ave etc. and the Merrimack Valley/Boston area. He can provide proper licensing and liability insurance. Adam envisions doing this annually or perhaps in the spring and fall, depending on the turn out.

**Item 18 – Esther Brown – Church Youth Event**

Mulligan Park – Basketball Court

Mulligan Park – Wiffleball Field

Saturday, June 24, 2023

10am-4pm

**Resident Youth Fee \$0.00/2hr block = \$0**

**Item 19 – Zarais German-George – Hispanic Heritage Month Celebration**

**North Common – Stage**

Saturday, September 30, 2023

7am-9pm

Sunday, October 01, 2023

7am-9pm

**Resident Adult Fee \$25.00/2hr block X 7 = \$175 per date X 2 dates = \$350**

**Total Fee = \$350 [\$175 per date]**

The Lowell & Latinx Festival will celebrate its 2<sup>nd</sup> year of festivities for Hispanic Heritage Month by bringing people together with food, performances, music and much more.

**Item 20 – Ellen Netishen (*Moody Elementary School*) – Moody Day**

**Fort Hill Park – Greenspace**

Friday, June 09, 2023

9am-11am

**Resident Youth Fee \$0.00/2hr block = \$0**

Moody School's annual Moody Day, having activities for grades 3 and 4.

**Item 21 – Amy Doiron (*Moody Elementary School*) – Moody School Family Picnic**

**Fort Hill Park – Greenspace**

Wednesday, May 10, 2023

4pm-6pm

**Resident Youth Fee \$0.00/2hr block = \$0**

**Item 22 – Joy Sorota (*J. G. Pyne Arts Magnet*)**

**A) Donahue Park – Basketball Court | Elementary Field Day**

Donahue Park – Little League Baseball Field / Softball Field

Friday, June 09, 2023

8am-4pm

**Resident Youth Fee \$0.00/2hr block = \$0**

**B) Shedd Park – Pavilion | Middle School Field Day**

Shedd Park – Track

Shedd Park – Cahill-Perrin Little League Field

Shedd Park – Edward F. Finnegan Basketball Court

Thursday, June 15, 2023

8am-4pm

**Resident Youth Fee \$0.00/2hr block = \$0**

**PER SHANNON COHAN, A CUSTODIAN SHOULD BE ON SITE UNTIL 2:30PM.**

**Item 23 – Brianna Phillips – Craft Market/Craft Fair**

**Shedd Park – Pavilion**

Saturday June 17, 2023

8am-4pm

Sunday, October 29, 2023

8am-4pm

**Resident Adult Fee \$25.00/2hr block X 4 = \$100 per date X 2 dates = \$200**

**Custodial Fee \$120/4 hour X 2 = \$240 per date X 2 dates = \$480**

**Total Fee = \$680 [\$340 per date]**

**Item 24 – Laura Dias – Family Reunion**

Shedd Park – Pavilion

Saturday, June 10, 2023

1pm-5pm

Resident Adult Fee \$25.00/2hr block X 2 = \$50

Custodial Fee \$120/4 hour = \$120

Total Fee = \$170

**Item 25 – Scott Boyle (*Butler Middle School*) – Butler School Field Trip**

Cawley Memorial Stadium Complex – William “Billy” Rizos Turf Field

Cawley Memorial Stadium Complex – Track

Friday, June 02, 2023

9am-1pm

Cawley Memorial Stadium Complex – William “Billy” Rizos Turf Field

Cawley Memorial Stadium Complex – Track

Thursday, June 08, 2023 (*Rain Date*)

9am-1pm

Resident Youth Fee \$0.00/2hr block X 2 = \$0

Custodial Fee \$120/4 hour = \$120 (*One custodian fee, dependent on which date is used*)

Total Fee = \$120

**PER SHANNON COHAN, A CUSTODIAN SHOULD BE ON SITE UNTIL 10:00PM.**

This will be for the school’s end of the year field trip. They will play games on the turf field, run races on the track, and the students will eat lunch at the stadium.

**Item 26 – Nathali Ferreras – Birthday Parties**

A) Shedd Park – Pavilion | 1<sup>st</sup> Birthday Party

Saturday, July 29, 2023

2pm-6pm

Resident Youth Fee \$0.00/2hr block X 2 = \$0

Custodial Fee \$120/4 hour = \$120

Total Fee = \$120

B) Shedd Park – Pavilion | 3<sup>rd</sup> Birthday Party

Saturday, September 02, 2023

1pm-5pm

Resident Youth Fee \$0.00/2hr block X 2 = \$0

Custodial Fee \$120/4 hour = \$120

Total Fee = \$120

**Item 27 – Ojuku Kangar – Graduation Cookout**

Shedd Park – Pavilion

Sunday, June 04, 2023

4pm-8pm

Resident Adult Fee \$25.00/2hr block X 2 = \$50

Custodial Fee \$120/4 hour = \$120

Total Fee = \$170

**Item 28 – Kayla Balamotis**

Requesting to have the \$500 outstanding balance from a previously approved FY2023 permit waived from their account. They received permits for both Gage 1 and 2, and are looking to cancel Gage 2 as they no longer wish to use it.

**Item 29 – James Peirce (*Lowell Girls Youth Lacrosse*) – Game days for Lowell Youth Girls & Boys Lacrosse**

**A) Cawley Memorial Stadium Complex – William “Billy” Rizos Turf Field**

Sundays April 02, 23, May, 07, 14, June 04, 2023

12pm-4pm

**Resident Youth Fee \$0.00/4hr block = \$0**

**Custodial Fee \$120/4 hour = \$120 per date X 5 dates = \$600**

**Total Fee = \$600**

**Cawley Memorial Stadium Complex – William “Billy” Rizos Turf Field**

Sundays April 16, 30, May 21, 2023

12pm-8pm

**Resident Youth Fee \$0.00/4hr block X 2 = \$0**

**Custodial Fee \$120/4 hour X 2 = \$240 per date X 3 dates = \$720**

**Total Fee = \$720**

**Total Fee for both = \$1,320**

**B)** Jim has recently paid \$1,920 for their previous permit for use of the Field Hockey Field at Cawley Stadium. They are now requesting to use the Turf Field with less times per date instead. Requesting \$600 account credit to make up the difference between the two requests and put towards a future permit.

**Item 30 – Kenneth Doucette (*Middlesex Sheriff's Office*) – YPSA Community Day**

**Cawley Memorial Stadium Complex – Alumni Field**

Wednesday, August 09, 2023

7am-3pm

**Resident Youth Fee \$0.00/4hr block X 2 = \$0**

**Custodial Fee \$120/4 hour X 2 = \$240**

**Total Fee = \$240**

**PER SHANNON COHAN, A CUSTODIAN SHOULD BE ON SITE UNTIL 10:00PM.**

This will be for the Middlesex Sheriff's Office Youth Public Safety Academy Community Day. There will be 150 cadets ages 8-12 that will be interacting with multiple public safety agencies. There will be multiple police, fire, ambulance and other related vehicles onsite for the cadets to learn about.

**Item 31 – Pamela Wolfe (*Thom Anne Sullivan Center Early Intervention Program*) – Staff Retreat/Meeting**

**Shedd Park – Pavilion**

Wednesday, June 07, 2023

10:30am-2:30pm

**Resident Adult Fee \$25.00/2hr block X 2 = \$50**

**Custodial Fee \$120/4 hour = \$120**

**Total Fee = \$170**

**Item 32 – Brad Buitenhuys/Peter Crewe**

**Armory Park – Greenspace**

Saturday, June 03, 2023

8am-6pm

**FEES ARE WAIVED FOR A CITY EVENT.**

Brad from Lowell Litter Krewe has been working with Peter Crewe from the Special Events office. They were approved for 3 park clean up concert series permits at the February BOP meeting. They are looking to change locations for their June event. They were approved for Sheehy Park but are requesting to use Armory Park instead.

Item 33 – Matthew Lelacheur (*Pawtucketville Youth Organization*) – Baseball Concessions

- A) Father Maguire Playground – Concession Stand  
April 01 – May 31, 2023 (Sunday-Saturday) 8am-8pm  
**Resident Youth Fee \$0.00/2hr block = \$0**
  
- B) LeBlanc Park – Raymond J. Boutin Concession Stand  
April 01 – November 30, 2023 (Sunday-Saturday) 8am-8pm  
**Resident Youth Fee \$0.00/2hr block = \$0**
  
- C) Pawtucket Memorial Park – Montbleau Field Concession Stand  
April 01 – November 30, 2023 (Sunday-Saturday) 8am-8pm  
**Resident Youth Fee \$0.00/2hr block = \$0**

Item 34 – Vida Correa – 1<sup>st</sup> Birthday Party/Picnic

- Sheehy Park Extension – Greenspace  
Sunday, May 28, 2023 3pm-9pm  
**Resident Youth Fee \$0.00/2hr block = \$0**  
They are requesting to use Sheehy Greenspace for their son’s first birthday. They would like to have around 50 people in attendance, balloons, decorations, food and tables.

Item 35 – Jose Hernandez – Flag Football

- O’Donnell Park – Frank Ryan Senior League Baseball Field  
Thursday, June 15, 2023 6pm-10pm  
Thursday, June 22, 2023 6pm-10pm  
**Resident Adult Fee \$25.00/2hr block X 2 = \$50 per date X 2 dates = \$100**  
**Total Fee = \$100 [\$50 per date]**  
Jose was approved for use of Ryan Field on Thursday evenings from April 20-June 8, and is looking to extend their permit by two weeks.

Item 36 – Jason McCrevan (*Washington School*)

- A) Callery Park – Conroy Softball Field | **Walk-a-Thon**  
Callery Park – Tennis Courts I – III  
Callery Park – Zabbo Little League Field  
Callery Park – John J. Barrett Field  
Friday, May 19, 2023 8am-12pm  
Monday, May 22, 2023 (*Rain Date*) 8am-12pm  
**Resident Youth Fee \$0.00/2hr block = \$0**
  
- B) Callery Park – Conroy Softball Field | **Field Day**  
Callery Park – Tennis Courts I – III  
Callery Park – Zabbo Little League Field  
Callery Park – John J. Barrett Field  
Wednesday, June 14, 2023 8am-12pm  
Thursday, June 15, 2023 (*Rain Date*) 8am-12pm  
**Resident Youth Fee \$0.00/2hr block = \$0**



**Item 37 – FOR REVIEW:** Board of Parks Policy Book Draft Update

**Superintendent of Park's Business**

**Item 1 – Shannon Cohan / Department of Planning & Development (DPD)**

**BOARD NEEDS TO VOTE:** To convert part of South Common into a Dog Park.

**Item 2 - BOARD NEEDS TO DISCUSS:** Outstanding fees pertaining to 2020-2021 due to the pandemic and COVID'S impact on those permits.