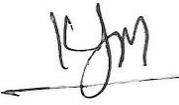


**Diane Nichols Tradd**  
*Assistant City Manager/DPD Director*

**Kevin E. Coughlin**  
*Deputy Director*

MEMORANDUM

TO: Kevin J. Murphy, City Manager 

FROM: Kevin Coughlin, Deputy Director

SUBJECT: MOTION OF 1/2/18 BY COUNCILOR MERCIER  
REQUEST CITY MANAGER ALLOW PEOPLE OF LAOTIAN DESCENT TO ACQUIRE A SITE  
AT THE JFK PLAZA TO CONSTRUCT THEIR MONUMENT

Councilor Rita Mercier followed-up on her Council motion in 2013 by directing a representative of the Laotian Community to the DPD to assist in the process for constructing a suitable monument recognizing the Laotian Community. On November 28, 2017, Kevin Coughlin met with Mr. Nou Khouasakoun who was representing the Laotian organizing committee. At this time, the details of their request were discussed and it was established that Mr. Coughlin would serve as the designated DPD contact to assist in addition to Councilor Mercier.

In November 2017, the City Council approved new requirements for City groups wishing to place a monument in proximity to City Hall. A copy of these requirements is attached. In addition the following two topics were discussed:

1. Verification of an official vote on August 13, 2013 to authorize the monument, and, getting a new vote, as per new regulations, if one was not accomplished, and;
2. The dimensions and design of the monument they can build.

At this meeting, Mr. Khouasakon and Mr. Coughlin viewed the newly constructed island area on JFK Plaza to discuss the possible spaces they could choose to locate the monument. It was the opinion of Mr. Khouasakon that their monument would look best opposite the Cambodian monument but facing and adjacent to the opposite direction so it could be viewed from the pathway. Mr. Khouasakon indicated that they wished to begin the fundraising and design with their community in 2018. In addition, he indicated it would be their custom to have an initial blessing by the monks at the future location in April 2018 (New Year) and place a small symbolic marker indicating the Laotian monument is coming. They will actually commission the monument when they have determined the costs and raised the funds.

In addition, on January 2, 2018, Mr. Nou Khouasakon, one additional committee member, and Kevin Coughlin met with Councilor Mercier to review their processes and to discuss the design and dimensions of the monument. The regulations pertaining to the dimensions indicate that the monument should not be any larger than those presently in place. This includes that the maximum height would be 6 feet, the maximum width 3 feet, with a 5 foot by 6 inch base. It was also discussed that there would be a need for a buried footing and that coordination with the DPW would be necessary. The dimensions would be the same as for the Armenian monument (copy attached). Mr. Khouasakon provided an informal design of the logo and explained the three headed elephant symbol they had decided would be on the monument (copy attached).

That same evening, Councilor Mercier brought forward a motion on January 2, 2018 to allow the Laotian Community to construct a monument of their own design and cost on JFK Plaza. The motion was seconded and passed unanimously by the Council. Following this, Councilor Mercier put Mr. Khouasakon in touch with Adrian Luz to discuss the types of materials available and the cost for the engraving.

Should you have any questions or require additional information, please contact Kevin Coughlin, Deputy Director, Department of Planning and Development. Thank you.

KC/ns  
1/11/18  
Attachment  
cc: Diane N. Tradd, Assistant City Manager/DPD Director

November 2017

## **CITY OF LOWELL**

### **GUIDELINES FOR PLACING A MONUMENT ON CITY LAND**

- Individual groups are allowed by a City Council vote to install monuments on City land and will remain owners of these monuments.
- Individual groups are not given a lease on the land; the City allows them by a City Council vote to erect their monument on City land.
- Specific locations, monument size restrictions, and monument design specifications shall be discussed with the Department of Planning and Development and the Parks Department prior to fabrication. New monuments may not exceed the size of existing monuments.
- Individual groups are responsible for any damage to the monument.
- The City will remove any graffiti on the monument, as the City does with other private or public properties/monuments.
- Maintenance of the area is like adopting an island under that program—in return for having a patch of public land, groups agree to maintain area around it (weeding, small flowers, litter control); the City will still do the mowing for consistency. Plantings shall be approved by the Department of Planning and Development staff.
- The City is self-insured; therefore insurance for the monument will need to be obtained by the monument owners and presented to the City.

