

Diane Nichols Tradd
Assistant City Manager/DPD Director

Craig Thomas
Deputy Director

MEMORANDUM

TO: Eileen M. Donoghue, City Manager *EMD*

FROM: Craig Thomas, DPD Deputy Director/Monument Committee Member

DATE: September 8, 2020

SUBJECT: Monument Committee Motion Responses (2)

COUNCIL MOTION OF 4/23/2019 BY COUNCILOR SAMARAS
REQUEST THE CITY MANAGER INSTRUCT THE PROPER DEPARTMENT TO DEVELOP
STANDARD PROCEDURES AND PROTOCOLS FOR COMMUNITY GROUPS WISHING TO
INSTALL MONUMENTS NEAR CITY HALL/JFK PLAZA

On Monday, August 17, 2020 the Monument Committee approved Interim Guidelines for its work, which include detailed information for City Hall/JFK Plaza. The Committee voted to approve the guidelines on an interim basis while it reviews several detailed items. The Committee submits these guidelines for review and approval with this motion response.

COUNCIL MOTION OF 11/26/2019 BY COUNCILOR MERCIER
REQUEST CITY MANAGER ALLOW A MEMORIAL PLAQUE OR SIGN AT MCPHERSON
PARK IN CENTRALVILLE IN HONOR OF MICHAEL “SULLY” SULLIVAN IN GRATITUDE
FOR HIS MANY YEARS OF SERVICE TO THE YOUTH OF OUR CITY

On Monday, August 17, 2020 the Monument Committee voted, pursuant to its approved interim guidelines, to initiate a public comment period for the Michael “Sully” Sullivan memorial request. The public comment period begins on Monday, August 31, 2020 and will end after 30 days. Comments can be submitted to the Monument Committee email (monuments@lowellma.gov) and/or submitted to the Chairman by calling Development Services at (978) 674-4144. The Committee will meet after the comment period has ended to take a final vote on the request and, if approved, send the approval information to the Board of Parks.

CRT/ns

Attachment

cc: Steve Stowell, Historic Board Administrator/Chairman, Monument Committee
Monument Committee



Lowell Municipal District Memorial Marker Locations

As of August 2020

- | | | |
|--|--|---|
| 1 John B. Green Memorial
Lowell PD | 7 *Identification Missing* | 14 Polish Immigrants |
| 2 *Identification Missing* | 8 Dedicated to the City
given by John Jacob Rogers | 15 PFC Donald L. Arcand Memo |
| 3 Lithuanian Immigrants | 9 Laotian Immigrants | 16 Luther Ladd/Addison Whitney
Memorial |
| 4 Firefighters' Memorial
Lowell FD | 10 Cambodian Immigrants | 17 Irish Immigrants |
| 5 Christos G. Rouses Memorial
Lowell PD | 11 Armenian Genocide Memorial | 18 Cardinal O'Connell |
| 6 Smith/Sullivan/Seamans/Brill
Memorial
Lowell PD | 12 Portuguese Immigrants | 19 Greek Immigrants |
| | 13 Franco-American Immigrant | |

1 John B. Green
Memorial
Lowell PD



2 *Identification Missing*

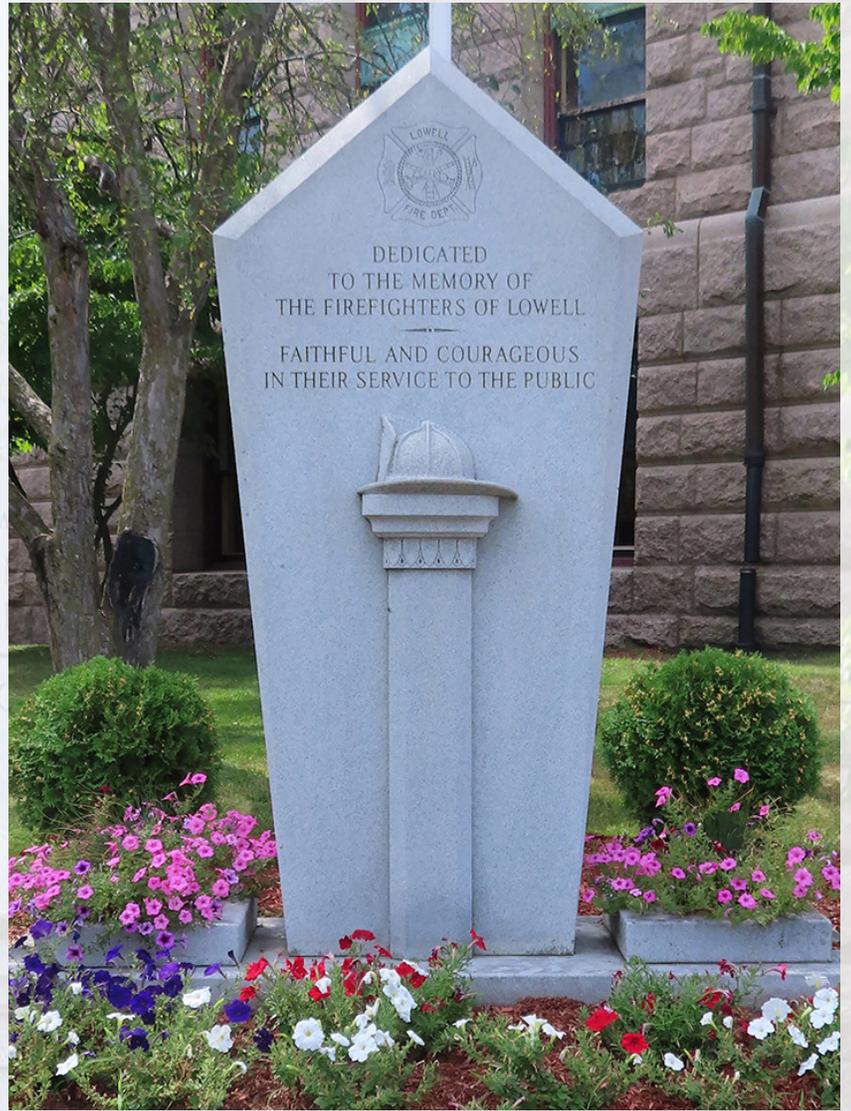


3 Lithuanian Immigrants



IN HONOR OF THE
CAME TO LOWELL
DEDICATED ON JUNE 23, 2012 BY THE
DLKV LITHUANIAN CLUB & LADIES AUXILIARY

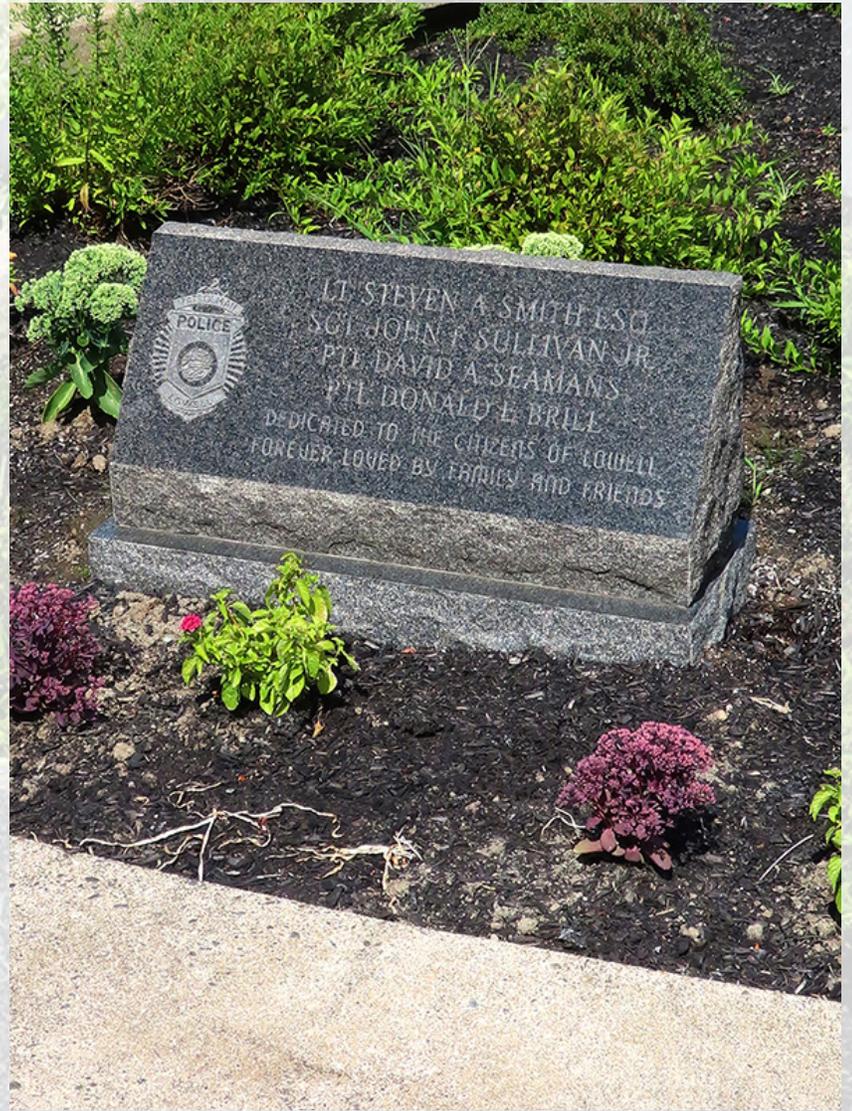
4 Firefighters'
Memorial
Lowell FD



5 **Christos G.
Rouses Memorial**
Lowell PD



6 **Smith/Sullivan/
Seamans/Brill
Memorial**
Lowell PD



**7 *Identification
Missing***



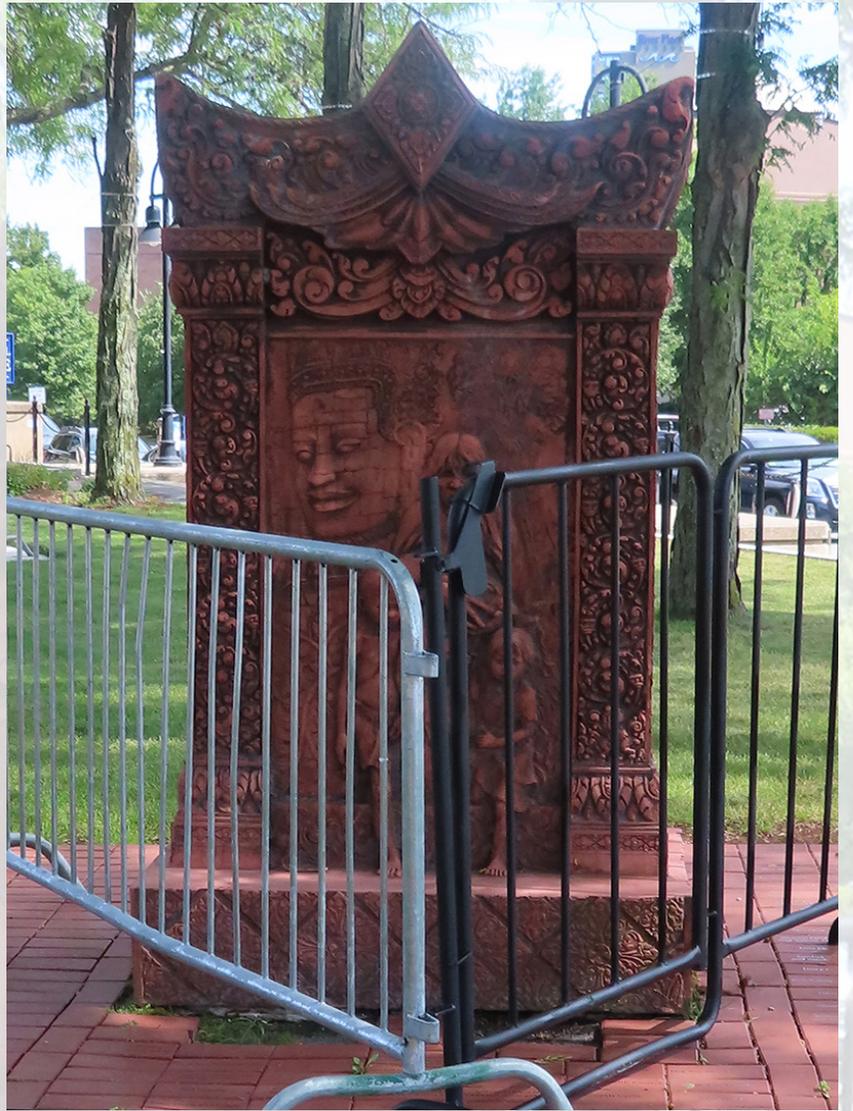
**8 Dedicated
to the City**
by John Jacob
Rogers



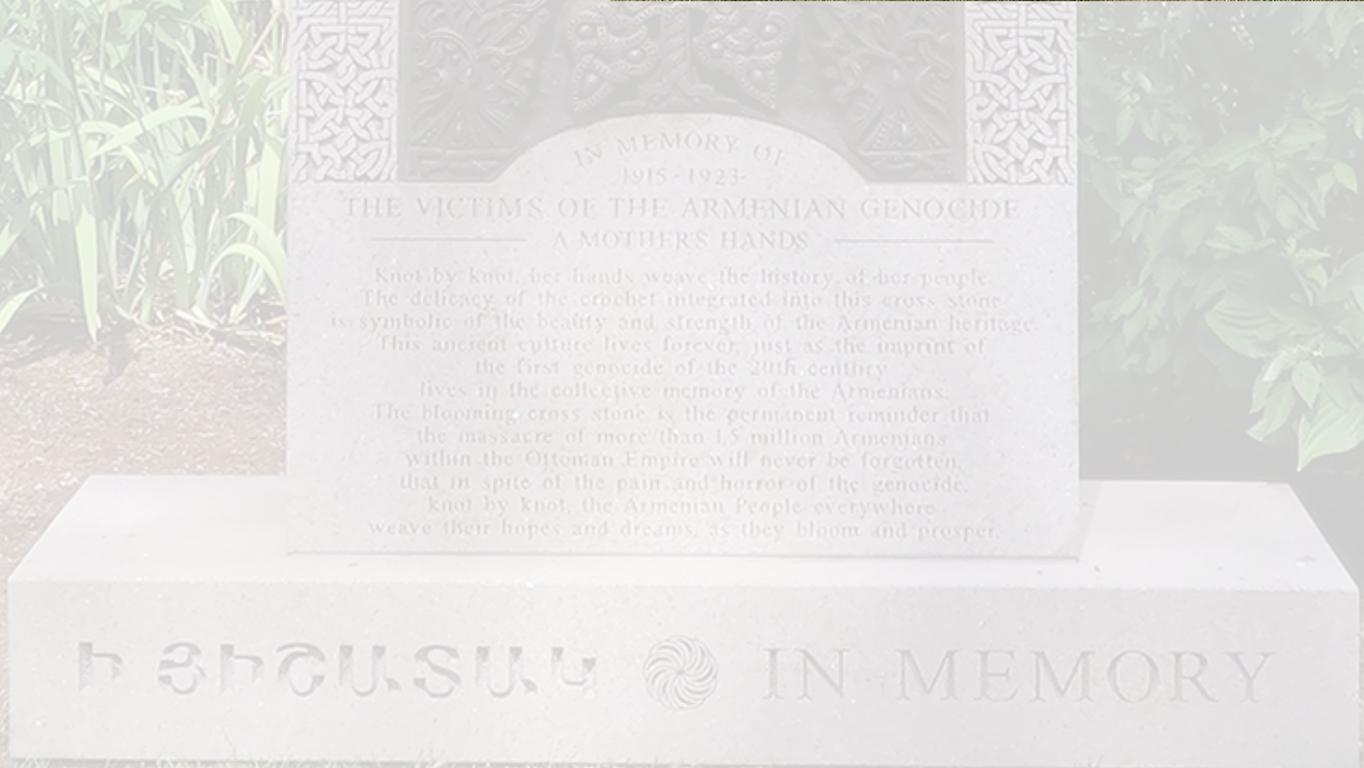
9 Laotian Immigrants



10 **Cambodian
Immigrants**



11 Armenian Genocide Memorial



12 Portuguese Immigrants



IN HONOR OF THE
HERITAGE AND
CONTRIBUTIONS OF THE
PORTUGUESE COMMUNITY TO
THE CITY OF LOWELL

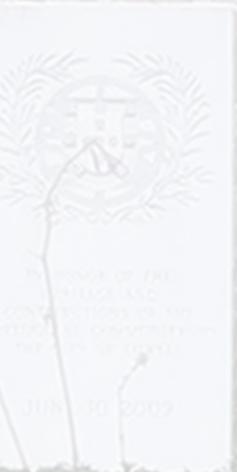
JUNE 10, 2009

13 Franco-American Immigrants



IN HONOR OF THE
FRANCO-AMERICAN
OF LOWELL, MASS.
1850

14 Polish Immigrants



DEDICATED
IN HONOR OF
THE POLISH
AMERICANS OF
LOWELL
MAY 3, 1977

15 PFC Donald L. Arcand Memorial



**16 Luther Ladd/
Addison Whitney
Memorial**



17 Irish Immigrants

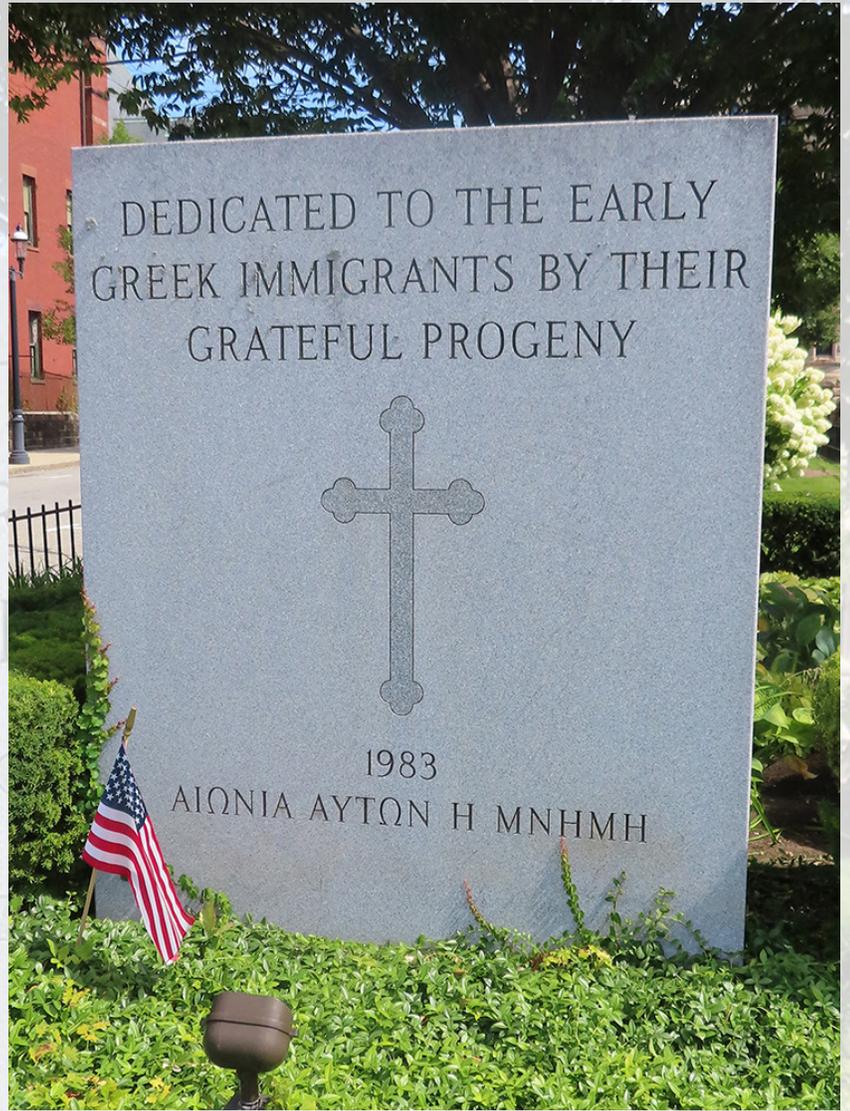


DEDICATED TO THE
IRISH-AMERICANS
OF LOWELL
1822 — 1977

18 Cardinal O'Connell



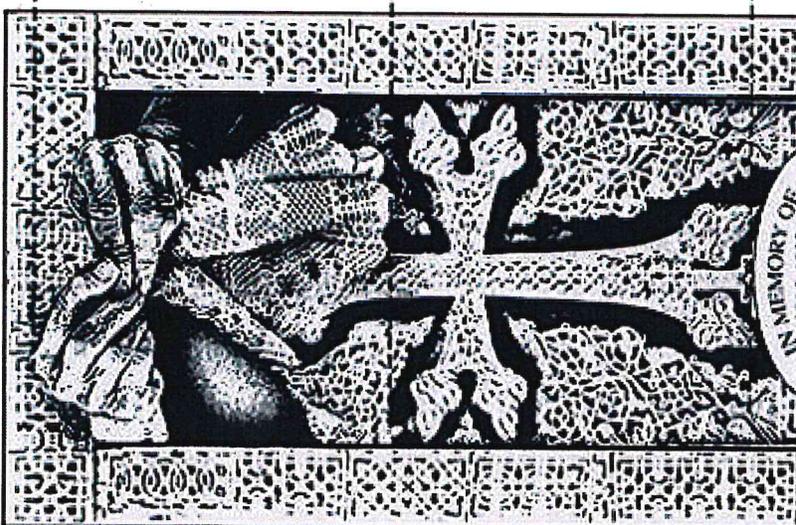
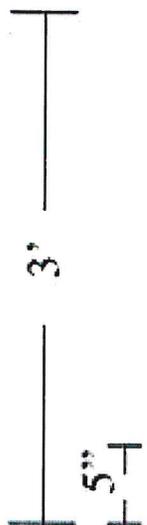
19 Greek Immigrants



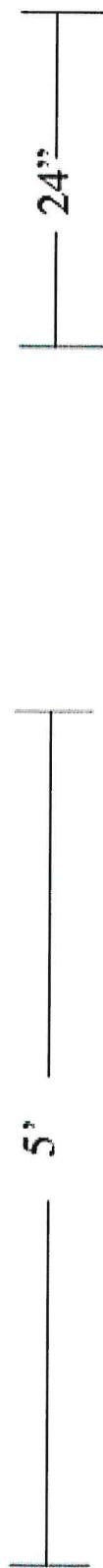
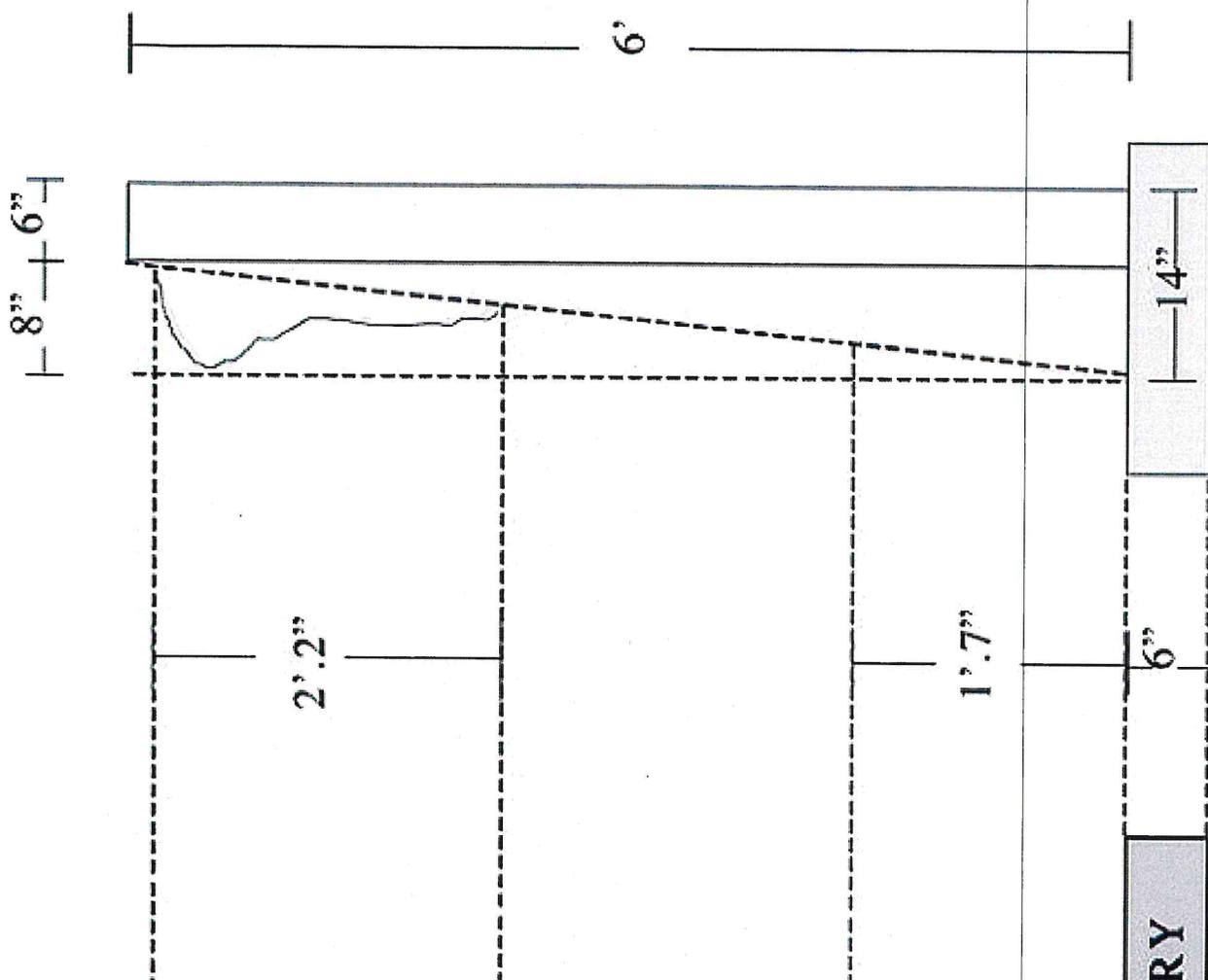
DEDICATED
GREEK IMMIGRANTS
GRATEFUL

1983
ΑΙΩΝΙΑ ΑΥΤΩΝ Η ΜΝΗΜΗ

1983
ΑΙΩΝΙΑ ΑΥΤΩΝ Η ΜΝΗΜΗ



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MEMORIAL BENCHES POLICY

Requests for park bench dedications/memorials will be in the form of City Council motions forwarded to the city's Monument Committee. The Monument Committee will initiate a record review with Lowell Police (LPD).

- The Chairman of the Monument Committee will be designated as the CORI representative with LPD. The Chairman will ask LPD to provide a response to the Commission about the CORI, which will include appropriate handling of sensitive information.

If, after the LPD CORI response, the Monument Committee wishes to move forward with the request then it will initiate a 30-day public comment period regarding the proposed memorial bench through the following actions: 1) post a sign at location of the proposed memorial bench, which shall be of a size and design approved by the Superintendent of Parks; 2) disseminate the memorial request through typical City channels such as land use board distributions to neighborhood groups; and 3) posting the memorial request with the City Clerk. The Committee may in the future include social media postings, but it will not do so at this time. The posting will include the name of the person being memorialized and the proposed bench location. After the 30-day public comment period ends, the Monument Committee will hold a meeting to review submitted comments, if any, and vote on the request based upon an evaluation of the comments. Individuals will not be approved if comments indicate a preponderance of concerns about the individual proposed. Monument Committee recommendations shall be forwarded to the Board of Parks for their review and approval.

The Board of Parks shall set the fee for memorial bench placements, which the Monument Committee suggests should be less than the full price of a new bench. Once Board of Parks approval has been secured, the Parks Department will be notified and coordinate with the family members regarding the delivery of the bench and plan for installation. The Parks Department will need proof of approval from the Monument Committee and Board of Parks prior to bench installation. Parks Department staff will be responsible for acquiring and installing the bench. The style of bench and method of inscription shall be determined by the Parks Department to align with long-term park investment plans.

Park dedications and memorial benches are welcome in any city park that already has existing benches. The City understands that for many people, there are memories and family connections that run deep throughout our neighborhoods, and allowing benches in all our park areas will provide residents an opportunity to dedicate benches in locations with particular meaning.

Bench proponents can request a specific park, but not a specific bench location, as the City would like to avoid installing benches in locations that will alter individual park designs and layout. City staff encourages the Board of Parks to limit benches to areas where seating already exists. Board of Parks will make the final determination on bench location.

At minimum, all benches will remain in place through the lifetime of the manufacturer's warranty. Outside of the manufacturer's warranty, benches will remain in place so long as they remain in good condition. Once benches require replacement, the City will remove the existing bench. A new memorial bench may be dedicated again by working with the family members or a standard City bench may be installed in the location if a new memorial bench is not requested.