



John J. Linnehan
Chairman

Peter Finnegan
Vice-Chairman

Thomas Caunter

Ryan Rourke

Melissa Desroches

NOTICE OF PUBLIC MEETING

ORGANIZATION: BOARD OF PARKS

DATE: Wednesday, January 31st, 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 - Absent

Peter Finnegan, Vice-Chairman

Thomas Caunter

Ryan Rourke: Absent

Melissa Desroches

ITEM 1: CITY COUNCIL

At the Regular meeting of the City Council held Tuesday January 23, 2018, the following Motion was read and referred to the Board of Parks.

Motion:

Motion by C. Mercier, seconded by C. Leahy to appropriate and dedicate Lawrence M. Cavanaugh, Sr. at Butler/Shaugnessy School on Gorham Street and refer to the Board of Parks.

C Mercier made a motion on the behalf to dedicate Lawrence M. Cavanaugh, Sr. at Butler/Shaugnessy School on Gorham Street.

Motion: Thomas Caunter
Second: Melissa Desroches
All in Favor, so voted



John J. Linnehan
Chairman

Peter Finnegan
Vice-Chairman

Thomas Caunter

ITEM 1 Gisel Alvarado – 2nd Birthday Party

Saturday May 12, 2018 1:00 PM – 5:00 PM

Shedd Park- Pavilion *Ryan Rourke*

75 Head Count

Not cooking and bringing food

No Electricity needed

Will remove their own trash

Motion: Thomas Caunter –Fee waived for the Custodial fee and total amount of permit = \$75.00

Second: Melissa Desroches

All in Favor, so voted

Melissa Desroches

ITEM 2 Lucas Skorczeski – Acre Family Child Care - Field Day

Friday August 17, 2018 9:30 PM – 1:30 PM

Shedd Park- Pavilion

250 Head Count

Fee Resident Adult \$25.00 / 2 hours = \$50.00+ Custodial fee \$120.00 / 4 hours = \$170.00

Craft activities

Splashpark

Motion: Thomas Caunter

Second: Melissa Desroches

All in Favor, so voted

Lucas Skorczeski – Acre Family Child Care - Field Day

August 24, 2018- Rain Date 9:30 PM – 1:30 PM

Shedd Park- Pavilion

250 Head Count

Fee Resident Adult \$25.00 / 2 hours = \$50.00+ Custodial fee \$120.00 / 4 hours = \$170.00

Craft activities

Splashpark

Motion: Thomas Caunter

Second: Melissa Desroches

All in Favor, so voted



*John J. Linnehan
Chairman*

*Peter Finnegan
Vice-Chairman*

Thomas Caunter

ITEM 3 Peter Faticanti – Recreation Dept. Lowell

A.) July 5, 2018 - August 17, 2018 (Monday – Friday)

8:00 AM – 4:00 PM *Ryan Rourke*

- Reilly School Community Playground - Basketball Court
- Reilly School Community Playground – Field
- Shedd Park – Gresco Baseball Field
- Shedd Park Robert G. Gallagher Little League Field
- Shedd Park – Elmer P. Rynne Tennis Court I
- Shedd Park – Elmer P. Rynne Tennis Court II
- Shedd Park – Elmer P. Rynne Tennis Court III
- Shedd Park – Krysiak Courts on Boylston St. Court I
- Shedd Park – Krysiak Courts on Boylston St. Court II
- Shedd Park – Cahill-Perrin Little League Field
- Shedd Park – Edward F. Finnegan Basketball Court
- Shedd Park – Kelly L. Page Softball Field
- Shedd Park – Picnic Area I-In Front of Pyne School
- Shedd Park – Tennis Backboard I
- Shedd Park – Tennis Backboard II
- Shedd Park – Pavilion (NO August 17th)**
- Highland Park – Basketball Court I
- Highland Park – Basketball Court II
- Highland Park – Basketball Court III
- Highland Park – T-Ball Field
- Highland Park – Loucraft Field
- Highland Park – DeCosta Field
- Highland Park – Dec Hockey Rink
- LeBlanc Park – Joseph McNamara Little League Field
- LeBlanc Park – Ronald H LeBlanc Baseball Field
- LeBlanc Park – LeBlanc - LeBlanc Soccer Field
- Pawtucket Memorial Park – Ronald Montbleau Little League

Melissa Desroches

B.) June 25, 2018 - August 17, 2018 (Monday – Friday)

8:00 AM – 4:00 PM

- Gage Field – Volleyball Court
- Gage Field – Basketball Court
- Gage Field – Whalen Senior league Baseball Field
- Gage Field – Gage Tennis Court I
- Gage Field – Gage Tennis Court II
- Gage Field – Gage Field –Finn Field Concession Stand
- Gage Field – Gage I
- Gage Field – Gage II
- Scullin Park - Greenspace

***Permit fee for resident youth \$0.00**

Motion: Thomas Caunter
Second: Melissa Desroches
All in Favor, so voted:



John J. Linnehan
Chairman

Peter Finnegan
Vice-Chairman

Thomas Caunter

Ryan Rourke

Melissa Desroches

ITEM 4 Henri Marchand Cultural Affairs - Public Art Sculpture Presentation/Drawings

Utopian Park
Completion 2018
Motion: Melissa Desroches
Second: Thomas Caunter
All in Favor, so voted

ITEM 5 Tobias Marx – City of Lowell Case – Winterfest

Lucy Larcom Park - Greenspace

- | | |
|----------------------------|---------------------|
| A) 2/21/2018 | 11:00 AM – 7:00 PM |
| B) 2/22/2018 | 11:00 AM – 7:00 PM |
| C) 2/23/2018 and 2/24/2018 | 10:00 AM – 10:00 PM |
| D) 2/25/2018 | 11:00 AM – 7:00 PM |
| E) 2/26/2018 | 11:00 AM – 7:00 PM |

***Some of these dates are during school hours**

Entertainment

Food Trucks

Motion: Thomas Caunter – **Permit fee waived**

Second: Melissa Desroches

All in Favor, so voted

ITEM 6 Tobias Marx – City of Lowell Case - Summer Activities

Lucy Larcom Park - Greenspace

May 19, 2018 -September 30, 2018 (Monday – Sunday) 10:00 AM – 7:00 PM

***Some of these dates are during school hours**

Fee Resident Adult \$25.00 / 2 hours = \$125.00 per day, 144 days x 125 = \$18,000.00

Decline

ITEM 7 Tobias Marx – City of Lowell Case - City of Lights 2018

Lucy Larcom Park - Greenspace

Saturday November 24, 2018 10:00 AM – 7:00 PM

10,000 Head Count

Lighting of the City Hall

Food Tents

Parade at night after day of Thanksgiving

Motion: Thomas Caunter – Permit fee waived

Second: Melissa Desroches

All in Favor, so voted

ITEM 8 Larry Wilson – Daughter’s First Birthday

Anne Dean Welcome Regatta Festival Field – Multipurpose Field

Saturday May 19, 2018 9:00 AM – 9:00 PM

100 Head Count

Changing the hours 12:00 PM -6:00 PM

Ordering a Porta Potty

Bring their own food in Aluminum pans with sterno cans

Music/Boombox

Fee Resident Adult Permit Fee Adjusted to \$75.00

Motion: Thomas Caunter –Change hours and Permit fee

Second: Melissa Desroches

All in Favor, so voted



John J. Linnehan
Chairman

Peter Finnegan
Vice-Chairman

Thomas Caunter

ITEM 9 Mayon Mitchell – Flag Football

Anne Dean Welcome Regatta Festival Field – Multipurpose Field
April 8, 2018 – June 17, 2018 (Sunday)

8:00 AM – 2:00 PM *Ryan Rourke*

(*Note there is a conflict with another request (Item 16) June 3
8:00am – 2:00pm)

Fee Resident Adult \$25.00 / 2 hour block X 3 Blocks= \$75.00 per day X 9 days =\$675.00

Melissa Desroches

Motion: Thomas Caunter – **All dates except June 3, 2018**

Second: Melissa Desroches

All in Favor, so voted

ITEM 10 John Flynn – Dean and Flynn Inc. dba Fiesta Shows

Anne Dean Welcome Regatta Festival Field – Multipurpose Field

8:00 AM – 10:00 PM

A) May 21, 2018 – June 3, 2018

***Permit fee for carnival \$5,000.00. This fee would cover the \$75 per day water charges at the site, Police and Fire details fees paid separately by Fiesta Shows. All other related licenses and inspection fees would be paid directly by Fiesta Shows.**

(*Note there is a conflict with another request (Item 15) June 3
8:00am – 2:00pm)

Fiesta Shows will make a Donation to Mayon Mitchell – Flag Football

Motion: Motion: Thomas Caunter

Second: Melissa Desroches

All in Favor, so voted

ITEM 11 James Mwangi – July 4th Cookout

Anne Dean Welcome Regatta Festival Field – Multipurpose Field

2:00 PM – 10:00 PM

Saturday, September 1, 2018

250 Head Count

No Bathroom

No Lights

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

Decline

ITEM 12 James Mwangi – Labor Day Cookout

Anne Dean Welcome Regatta Festival Field – Multipurpose Field

2:00 PM – 10:00 PM

Saturday, July 7, 2018

250 Head Count

No Bathroom

No Lights

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

Decline



John J. Linnehan
Chairman

ITEM 13 Tooch Van – Family Birthday Celebration

Shedd Park – Picnic Area I-In Front of Pyne School
Sunday, April 1, 2018
30 Head Count

10:00 AM– 12:00 PM

Peter Finnegan
Vice-Chairman

NO CUSTODIANS OR BATHROOMS AT THIS SITE

AREA IS NOT NEAR THE SPLASH PAD

Fee Resident Adult \$25.00 / 2 hours = \$25.00

Decline

Thomas Caunter

Ryan Rourke

Melissa Desroches

ITEM 14 Sejemba Lwako – Annual African Health Cup Soccer Tournament

Cawley Memorial Stadium Complex – Lucas Cavalho Soccer Field
Saturday, July 14, 2018
400 Head Count

7:00 AM– 11:00 PM

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

Custodial fee \$120.00 / 8 hour block X 8 blocks = \$960.00

Practice Field Light fee \$75/4 hour block X 4 blocks = \$300

Bond Fee \$500.00 paid separately due to last time of the usage of the park grounds

This fee will be returned for the inspection of no debris on the park grounds

Total Permit fee \$200 + Custodial fee \$960 + Light fee \$300 + Bond Fee \$500.00 = \$1,660.00

Will call to set up Police Detail

Motion: Thomas Caunter

Second: Melissa Desroches

All in Favor, so voted

ITEM 15 Erin Langlois – Centraville United Methodist Church Public Worship Service

Shedd Park – Pavilion
Sunday, June 24, 2018
60 Head Count

9:00 AM– 1:00 PM

Fee Resident Adult \$25.00 / 2 hours x 2 blocks = 50.00+ Custodial fee \$120.00 / 4 hours = \$170.00

Not Cooking and bringing their own food

Motion: Thomas Caunter

Second: Melissa Desroches

All in Favor, so voted:

ITEM 16 Patricia Gilmore – Lowell Philharmonic Orchestra -Summer Pops Concert

Shedd Park – Pavilion
Sunday, July 8, 2018
150 Head Count

1:00 PM – 5:00 PM

No Food

Permit Fee Resident Adult \$0.00

Motion: Thomas Caunter – **All Fees are waived**

Second: Melissa Desroches

All in Favor, so voted



John J. Linnehan
Chairman

Peter Finnegan
Vice-Chairman

Thomas Caunter

Ryan Rourke

Melissa Desroches

ITEM 17 Joseph Shabouk -Pawtucketville Youth Organization

7:00 AM– 9:00 PM

February 1, 2018 – October 31, 2018 (Monday – Sunday)

A) Pawtucket Memorial Park – Montbleau Field Concession Stand

B) Father Maguire Playground – Concession Stand -

C) LeBlanc Park – Raymond J Boutin Concession Stand

***Permit fee for resident youth \$0.00**

Motion: Thomas Caunter – **All Fees are waived**

Second: Melissa Desroches

All in Favor, so voted

ITEM 18 Thomas Burgess – Over Thirty Baseball, Inc.

8:00 AM– 12:00 PM

April 29, 2018 – September 23, 2018 (Sunday's)

September 3, 2018 (Monday)

Head Count 30

Cawley Memorial Stadium Complex – Alumni Field

Fee Resident Adult \$150.00 / 4 hours = \$150.00 per day, 20 days x 150.00 = \$3000.00

Light fee \$75/4 hour Block x 1 block=\$75

Total Permit Fee = \$3,075.00

Motion: Thomas Caunter – **Custodial Fee waived and Permit Fee adjusted to \$3,075.00**

Second: Melissa Desroches

All in Favor, so voted

ITEM 19 Thomas Burgess – Over Thirty Baseball, Inc.

Requesting the Board of Parks to remove May 27, July 1 and September 2, 2018 from the reservation request and adjust Permit fee \$150.00 accordingly from Hadley Park – Senior League Baseball Field.

Motion: Thomas Caunter – **Eliminate 3 dates and adjustment of permit fee of \$150.00**

Second: Melissa Desroches

All in Favor, so voted

ITEM 20 Oretha Jordan – Progressive Youth Ministry- Youth Retreat

12:00 PM – 8:00 PM

Shedd Park – Pavillion

June 23, 2018 (Saturday)

Head Count 50

Fee Non-Resident Adult \$100 / 2 hour block X 4 blocks = \$400.00 per day

Custodial fee \$120.00 /4 hour block X 2 blocks= \$240.00

Total Permit Fee = \$640.00

Cancel Reservations and resubmit

ITEM 21 Dorothy Semonian – Merrimack River Rowing Association

7:00 AM – 3:00 PM

Anne Dean Welcome Regatta Festival Field- Multipurpose Field

Saturday, June 24, 2018

Head Count 200

***Permit fee for resident youth \$0.00**

Decline



*John J. Linnehan
 Chairman*

*Peter Finnegan
 Vice-Chairman*

5:30 PM – 9:30 PM
 9:00 AM – 9:00 PM *Thomas Caunter*

Ryan Rourke

Melissa Desroches

ITEM 22 Chris Snow – Shedd Park Baseball & Softball Organization

Shedd Park Concession Stand
 April 1, 2018 – August 31, 2018
 (Monday –Friday)
 (Saturday & Sunday)

***Permit fee for resident youth \$0.00**

Motion: Thomas Caunter
 Second: Melissa Desroches
 All in Favor, so voted

**ITEM 23 Darleen Wood – Lowell Police Department
 City of Lowell Police Petfest – Outdoor Stage Set-up**

Saturday, May 5, 2018
 Head Count 100
 O'Donnell Park – Basketball Court I
 O'Donnell Park – Basketball Court II
 O'Donnell Park – Basketball Court III

7:00 AM - 3:00 PM

DJ

Food Cart

Reptile Show

Permit Fee Adult Resident \$0.00

Motion: Thomas Caunter – **All Fees are waived**
 Second: Melissa Desroches
 All in Favor, so voted

ITEM 24 David Choate – African American Outing

Shedd Park – Picnic Area I-In Front of Pyne School
 September 1, 2018 – September 2, 2018
 50 Head Count

11:00 AM– 7:00 PM

**NO CUSTODIANS OR BATHROOMS AT THIS SITE
 AREA IS NOT NEAR THE SPLASH PAD**

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

Decline

ITEM 25 Pamela Miller –Coalition For A Better Acre

North Common Stage
 CBA's Annual Community Clean-up and Cookout
 Saturday, May 12, 2018
 Head Count 200

7:00 AM– 5:00 PM

30 Parks for Cleanup

Tee Shirts

Cookout – Charcoal Grill

DJ

Permit Fee Adult Resident \$0.00

Motion: Thomas Caunter – **All Fees are waived**
 Second: Melissa Desroches
 All in Favor, so voted

ITEM 26 Board of Parks Meetings for November and December 2018 will be cancelled and meetings will begin again on January 30, 2019.

Motion: Melissa Desroches
 Second: Thomas Caunter
 All in Favor, so voted



*John J. Linnehan
Chairman*

*Peter Finnegan
Vice-Chairman*

Thomas Caunter

Ryan Rourke

Melissa Desroches

Commissioner’s Business

M.I.A.A. – Cawley Stadium

Item#1: Assistant City Manager/DPW Commissioner, Tom Bellegarde is requesting that the Board of Parks vote to revisit the proposal to reduce the fee rates and charges for M.I.A.A. sports to have their championship games at Cawley Stadium.

Board has chosen not to address

Cancellation of Smithfest Event – Turkey Carry Race

Item#2: Assistant City Manager/DPW Commissioner, Tom Bellegarde is requesting that the Board of Parks vote to revisit the cancellation of Smithfest Event: Turkey Carry Race Event for November 19, 2017. Board of Parks did charge him for the \$720.00 permit that is owed to the Lowell Recreation Department. Boards of Park also waived the permit fee for the January Smithfest Event: Panic in the Dark.

Revisit when Smithfest Event is present for the Board of Parks Meeting.

Meeting Adjourn: 8:00
Motion: Melissa Desroches
Second: Thomas Caunter
All in Favor, so voted