



Lowell Board of Parks *Meeting Agenda*

DATE: **Wednesday, May 27, 2026**

TIME: **6:00PM**

LOCATION: **Mayor's Reception Room**, 375 Merrimack St. 2nd Floor, Lowell, MA 01852

In attendance:

Keith Rudy

Tom Caunter

Melissa Morales

John Linnehan

Kah Ndi (6:15)

Call to order at 6:01pm

Keith Rudy spoke on the passing of Patricia McCoy and John Linnehan held a moment of silence.

- 1.) Debra Lussier – Lowell Lions Club Yard Sale Fundraising for Mass Eye Research

Shedd Park – Pavilion

Saturday September 12, 2026

10am-2pm

Non-Resident Adult Fee \$200/4hr block = \$200

Custodial Fee \$200/4hr block = \$200

Total Fee = \$400

Declined as no one showed to represent the event.

- 2.) Felipe Passos – Kids Birthday Party

Kittredge Park – Greenspace

Saturday May 20, 2026

3pm-7pm

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

Total Fee = \$0

Declined as no one showed to represent the event.

- 3.) Bianca Correia – Daughters Birthday Party

Shedd Park – Pavilion

Sunday July 26, 2026

2pm-6pm

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

Custodial Fee \$200/4hr block = \$200

Total Fee = \$200

Declined as no one showed to represent the event.

- 4.) Michelle Garcia – High School Boys Summer Soccer

Cawley Stadium – Lucas Carvalho Soccer Field

June 29 – August 3, 2026

Mondays and Wednesdays

5pm-9pm

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

Custodial Fee \$200/4hr block x11 = \$2200

Total Fee = \$2200

Though this is not an LHS sports team event it is an event of mostly LHS boys' soccer players. Carvalho field is available and the facility will have staff on for a regular shift. NO OT will be needed.

Motion: Keith Rudy made a motion to approve as written for no fee.

2nd: Tom Caunter Vote: 4-0 in favor

- 5.) Mark Clinton – Raider Flag Football (Sponsored by Lowell Pop Warner)

A.) Cawley Stadium – William J. Desmond Jr. Field

May 31 – June 21, 2026

Sundays

2pm-6pm

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

Custodial Fee \$200/4hr block x4 = \$800

Total Fee = \$800

Item A is not needed.

B.) Cawley Stadium – Machado Field

Sunday June 7, 2026

2pm-6pm

Sunday June 14, 2026

2pm-6pm

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

Custodial Fee \$200/4hr block x2 = \$400

Total Fee = \$400

Wants to change times to 3-7pm Fee will be the same.

Motion: Keith Rudy made a motion to amend times to 3pm-7pm for \$400.

2nd: Tom Caunter Vote: 4-0

- 6.) Rosemarie Berrabah – Church of CCF Lowell Addiction Awareness

South Common – Greenspace

Saturday August 22, 2026

Revised date Saturday August 15, 2026

12pm-4pm

1-5pm

Resident Adult Fee \$\$25/2hr block x2 = \$50

Total Fee = \$50

Her and her friend lost family members from addiction, so they want to have a vigil. This is a one-time event. Wants the field cleaned. Will have games and prizes. May have food. John Linnehan reminded her cooking with charcoal only. Changed the date to August 15 so that the pool bathrooms are available.

Motion: Kah Ndi made a motion to approve the August 15th date for no fee if it is available.

2nd: Keith Rudy Vote: 5-0

Items 7, 8, 9, and 18 were bundled together for a vote.

Motion: Keith Rudy to approve as amended. 2nd: Tom Caunter Vote: 4-0

7.) Kerrie Sancier – Murkland School Family Event

North Common – 50/70 Baseball Field

Thursday September 10, 2026

4pm-8pm

This is a school event; there should be no fee

Wants to change to September 17^h if available. Annual back to school event.

BUNDLED VOTE

8.) Matthew Stone – Lowell Catholic Elementary Field Day

A.) Callery Park – Conroy Softball Field

Callery Park – John J Barrett Field

Callery Park – Zabbo Little League Field

Friday May 29, 2026

8am-2pm

This is a school event; there should be no fee

BUNDLED VOTE

B.) Field Day Rain Date

Callery Park – Conroy Softball Field

Callery Park – John J Barrett Field

Callery Park – Zabbo Little League Field

Monday June 1, 2026

8am-2pm

This is a school event; there should be no fee

BUNDLED VOTE

9.) Raigen Odonohue – Sullivan Middle School Class Field Trip

A.) Shedd Park – Pavilion

Monday June 15, 2026

9am-1pm

This is a school event; there should be no fee

BUNDLED VOTE

B.) Rain date

Shedd Park – Pavilion

Monday June 22, 2026

9am-1pm

This is a school event; there should be no fee

BUNDLED VOTE

10.) Laura Morse – Butler Middle School Field Day

A.) 6th Grade Field Day

O'Donnell Park – Frank Ryan Senior League Baseball Field

Thursday June 11, 2026

9am-3pm

This is a school event; there should be no fee

Declined as no one showed to represent the event.

B.) 8th Grade Field Day

O'Donnell Park – Frank Ryan Senior League Baseball Field

Tuesday June 16, 2026

9am-3pm

This is a school event; there should be no fee

Declined as no one showed to represent the event.

C.) Butler School Student Activities

O'Donnell Park – Frank Ryan Senior League Baseball Field

Monday June 22, 2026

9am-3pm

Tuesday June 23, 2026

9am-3pm

Wednesday June 24, 2026

9am-3pm

Thursday June 25, 2026

9am-3pm

This is a school event; there should be no fee

Declined as no one showed to represent the event.

11.) Billy Dinis – Baby Shower

Fort Hill Park – Greenspace

Sunday June 14, 2026

2pm-4pm

Resident Adult Fee \$\$25/2hr block = \$25

Total Fee = \$25

He will have cold foods only. No cooking.

Motion: Keith Rudy made a motion to approved with no fee. 2nd: Tom Caunter Vote: 5-0

- 12.) Mizael Azevedo -Wedding Ceremony
Shedd Park – Pavilion
Sunday September 13, 2026 2pm-6pm
Non-Resident Adult Fee \$200/4hr block = \$200
Custodial Fee \$200/4hr block = \$200
Total Fee = \$400
Expecting 125 people

Declined as no one showed to represent the event.

- 13.) Kim Peirce – Friends of Lowell High Car Wash
Cawley Stadium – Alumni Field Parking Lot
August 22 – September 26, 2026
Saturdays 8:30am-12:30pm
Resident Youth Fee \$0/2hr block = \$0
Custodial Fee \$200/4hr block x6 = \$1200
Total Fee = \$1200

Will hold a fund raiser car was weekly for 6 weeks for different sports teams.

Motion: Tom Caunter made a motion to accept dates and times at no fee.

2nd: Keith Rudy Vote: 5-0

- 14.) Megan Riley – CTI Summer Celebration for Program Participants
Shedd Park – Pavilion
Thursday June 25, 2026 8am-4pm
Resident Youth Fee \$0/2hr block = \$0
Custodial Fee \$200/4hr block x2 = \$400
Total Fee = \$400

3rd annual event, will be 10-2 rest is set up and cleanup. Support parents under 25 and their families. Will have resource sharing as well. Will be out by 2:30pm

Motion: Kah Ndi Made a motion to accept dates and times at no fee. 2nd: Tom Caunter Vote: 5-0

- 15.) Sarah Allen – Sweet 16
Shedd Park – Pavilion
Sunday July 19, 2026 3pm-8pm
Resident Youth Fee \$0/2hr block = \$0
Custodial Fee \$200/4hr block = \$200
Extra Custodial Hour
Total Fee = \$250

Her daughter has liver cancer and wants an outdoor birthday party. 30-35 people and no decoration except a balloon arch. They request an extra hour for the arch set up. All premade food with warmers and a fondue.

Motion: Tom Caunter made a motion to accept with extra hour for \$250 2nd: Melissa Morales
Vote: 5-0

- 16.) Jeffrey Boian – K.I.D.S Baseball Game vs. Home Depot

Cawley Stadium – Alumni Field

Sunday June 28, 2026

10am-2pm

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

Custodial Fee \$200/4hr block = \$200

Total Fee = \$200

Has requested LHS give up June 14 for their event and will use June 28 as a rain date if needed. If LHS won't give up the date they will just use June 28.

Motion: Kah Ndi Made a motion to accept June 14 and 28 if both are available with a fee of \$200 since the will only use on of the dates. 2nd: Tom Caunter **Vote:** 5-0

- 17.) Alexis Cuevas – Gender Reveal

Shedd Park – Pavilion

Saturday June 20, 2026

3pm-7pm

Resident Adult Fee \$50/4hr block = \$50

Custodial Fee \$200/4hr block = \$200

Total Fee = \$250

This is immediately after another event

Declined as no one showed to represent the event.

- 18.) Kristin Wade – McAuliffe 4th Grade Field Trip

Shedd Park – Pavilion

Wednesday June 17, 2026

9:30am-1:30pm

This is a school event; there should be no fee

BUNDLED VOTE

- 19.) Maureen Love – 5th Birthday Party

Shedd Park – Pavilion

Saturday June 13, 2026

9am-1pm

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

Custodial Fee \$200/4hr block = \$200

Total Fee = \$200

There is an event immediately after this

Cleaned up and gone by 1pm for the other event 18 kids only so about 30-35 with parents. Pizza, ice cream, Chips and snacks. Splash pad will be open at 10am on weekend.

Motion: Keith Rudy made a motion to approve as written 2nd: Tom Caunter Vote: 5-0

20.) Bryant Chepe Carillo – 15th Birthday Party

Shedd Park – Pavilion

Saturday July 11, 2026

9am-1pm

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

Custodial Fee \$200/4hr block = \$200

Total Fee = \$200

Declined as no one showed to represent the event.

21.) Jared Logan – Marching Band Rehearsal

A.) Cawley Stadium – Martin Softball Field

Thursdays July 9, 23, August 6, September 3, 10, 17, 24

October 1, 8, 15, 22, 29, 2026

4:30pm-8:30pm

Tuesdays September 1 – October 27, 2026

4:30pm-8:30pm

This fee is typically waived

Keith Rudy is not a fan of non-sports on playing fields. Wants them to look elsewhere in the future. Jared said they use a space the size of the outfield, not the infield area. Keith said UML uses a parking lot. Peter told the Board Conor wants to be able to rotate them to other spaces if this is approved to let the fields rest.

B.) Cawley Stadium – Martin Softball Field

Monday August 24, 2026

12:30pm-8:30pm

Tuesdays August 18 & 25, 2026

12:30pm-8:30pm

Wednesday August 27, 2026

12:30pm-8:30pm

Thursdays August 20 & 27, 2026

12:30pm-8:30pm

Fridays August 21 & 28, 2026

12:30pm-8:30pm

This fee is typically waived

C.) Cawley Stadium – Martin Softball Field

Saturdays September 12 – October 31, 2026

7:30am-11:30am

Sunday November 1, 2026

7:30am-11:30pm

This fee is typically waived

Items A, B, and C were bundled for one vote.

Motion: Keith Rudy made a motion to approve as written 2nd: Tom Caunter Vote: 5-0

22.) Edward Ocasio – Lowell Salsa in the Park

North Common – Stage

Saturday July 11, 2026

12pm-8pm

Resident Adult Fee \$25/2hr block x4 = \$100

Total Fee = \$100

Expecting 200 people

Free event from 3-8pm. Rest is set up and cleanup. Setup takes 1.5 hours and they want a rain date of July 12. They understand they will have to pay a second fee. Will call Jess with any maintenance issues.

Motion: Kah Ndi Made a motion to approve both dates for no fee. 2nd: Keith Rudy Vote: 5-0

23.) Sheila Robles – Graduation Celebration

Shedd Park – Pavilion

Saturday June 7, 2026

6pm-7pm

ADD ONE HOUR ONTO EXISTING APPROVED PERMIT

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

Custodial Fee \$50/hr = \$50

Total Fee = \$50

Adding to previously approved permit.

Motion: Tom Caunter made a motion to approve as written. 2nd: Melissa Morales Vote: 5-0

24.) Kaitlyn Hickey – Lowell Recreation

Highland Park – Basketball Courts I, II, III

Highland Park – Pickle Ball Court

Highland Park Deck Hockey Rink

Wednesday June 24, 2026

8am-4pm

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

Lowell Recreation Summer staff training held yearly.

Motion: Keith Rudy made a motion to approve as written. 2nd: Tom Caunter Vote: 5-0

25.) Sandra Sousa – GLTHS Soccer team car wash

Cawley Memorial Stadium Complex – Alumni Field

Saturday September 19, 2026

1pm-5pm

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

Custodial Fee \$200/4hr block = \$200

Total Fee = \$200

Wants to modify time to 1pm-4pm to save money as this is a fundraiser. Other weeks wont work due to game schedule.

Motion: Keith Rudy made a motion to approve date and revised time of 1-4pm for \$100.

2nd: Melissa Morales Vote: 5-0

26.) Jessica Wilson – Final Engagement for St. Louis Park Sponge Park Master Plan

St. Louis Playground – Leclair Court III

Tuesday June 16, 2026
Wednesday June 17, 2026
Thursday June 18, 2026

8am-8pm
8am-8pm
8am-8pm

This is a city event; there should be no fee

Declined as no one showed to represent the event.

- 27.) Maria Claudio – Roberto Clemente Baseball
Wants to extend the permit times. No request made in the system.

Wants to extend her permit for opening day only to 9am-8pm from 1-3pm.

Motion: Keith Rudy Made a motion to approve the change with no fee.

2nd: Kah Ndi Vote: 5-0

- 28.) Matt LeLacheur – LYBSL Tournament
A.) McPherson Park – M1- Farley Softball Field
McPherson Park – M2 – Swett Softball Field
McPherson Park – M3 – Vigeant Softball Field

Saturday June 27, 2026

8am-8pm

Sunday June 28, 2026

8am-8pm

Tournament Fee \$225 per field per day X 6 = \$1350

Trash Fee \$200 per park per day = \$200

Total Fee = \$1550

Fee may be waived if group agrees to remove their own trash. League already has 501c3 paperwork and insurance on file.

This is a USA Softball Sanctioned/Sponsored event and should be charged per Matt.

Motion: Keith Rudy Motion to approve for \$1350 2nd: Kah Ndi Vote: 5-0

B.) Tournament held May 2 and 3. LYBSL attended the February and March meetings but the Board did not approve his request. No one was here at the April meeting to represent the request, so the Board declined it.

McPherson Park – M1- Farley Softball Field

McPherson Park – M2 – Swett Softball Field

McPherson Park – M3 – Vigeant Softball Field

Tournament Fee \$225 per field per day X 6= \$1350

Trash Fee \$200 per park per day = \$200

Total Fee = \$1550

Matt LeLacheur : Most towns do not charge fees for their rec league run softball tournaments. Some only charge \$5. It is overall used as a fundraising event for the rec league to save money for the participants. He is employing 21+ high school kids and putting over \$10k into the fields. They had 27 kids on “scholarship” this spring and hope to continue that this summer. Jeff Lesniak stated that Matt had 2 palettes of conditioner and one palette of chalk sent to parks at no charge to the city as well. Matt asked the Board to waive the

fees. Tom asked where his fee info on other towns came from. Matt said he USA Softball contact gave it to him. Tom said he thought Chelmsford and most other towns charge and the town gets the fees. Matt told Tom that towns get money from the tournaments because their rec departments run their leagues, but in Lowell they are run by volunteer parents.
Motion: Keith Rudy Made a motion to waive these fees. 2nd: Melissa Morales Vote: 5-0

C.) McPherson Park – M1- Farley Softball Field

McPherson Park – M2 – Swett Softball Field

McPherson Park – M3 – Vigeant Softball Field

Saturdays May 23, 30, June 6, 13, 20, July 4, 11, 18, August 1, 8 8am-8pm

Sundays May 24, 31, June 7, 14, 21, July 5, 12, 19, August 2, 9 8am-8pm

Tournament Fee \$225 per field per day X60 = \$13,500

Trash Fee \$200 per park per day X 20= \$4000

Total Fee = \$17,500

Fee may be waived if group agrees to remove their own trash. League already has 501c3 paperwork and insurance on file.

Motion: Keith Rudy made a motion to approve with no fee. 2nd: Melissa Morales Vote: 5-0

D.) McPherson Park – M1- Farley Softball Field

McPherson Park – M2 – Swett Softball Field

McPherson Park – M3 – Vigeant Softball Field

Fridays July 17, 31, 2026 4pm-8pm

Tournament Fee \$225 per field per day X6 = \$1350

Trash Fee \$200 per park per day X 2= \$400

Total Fee = \$1750

Fee may be waived if group agrees to remove their own trash. League already has 501c3 paperwork and insurance on file.

Motion: Keith Rudy made a motion to approve with no fee. 2nd: Melissa Morales Vote: 5-0

29.) Roger Morneau – STEM Academy Field Day

South Common Purtell Multipurpose Field

Wednesday June 17, 2026 9am-3pm

This is a school event; there should be no fee

Annual field day for the whole school. Just playing different sports.

Motion: Keith Rudy Made a motion to approve as written. 2nd: Tom Caunter Vote: 5-0

30.) Discuss and vote on whether or not the board wants to allow permit requesters to utilize Zoom for board of parks meetings. Continued from previous meetings.

Melissa feels there is no need to have remote participation because someone can always represent the item if the requestor is unavailable. Keith Said if the Board needs to be here then the requestors should too.

Motion: John Lineehan made a motion to vote. 2nd: Keith Rudy

Vote: 1-4 Against, motion Fails.

31.) Discussion on the Shedd Pavilion roof as complaints by permit holders have asked about the safety. Suggestion was made to have Jeff Book a building inspector to determine if the facility safe for use. Kah suggested having people be able to pick new location s with our returning to the Board. John wants to see the outcome of the inspection first.

Motion: Keith Rudy made a motion to have a building inspector determine safety. 2nd: Tom Caunter Vote: 5-0

Motion to adjourn the meeting made by Tom Caunter

2nd by Melissa Morales

Vote 5-0

Meeting adjourned at 8:22am