

LYNN PARK DEPARTMENT

RULES RELATING TO PARKS AND PLAYGROUNDS

IN THE CITY OF LYNN

The Board of Park Commissioners of the City of Lynn, by virtue of the authority vested in it to make rules and regulations for the use of any land in the City of Lynn taken or held for park and playground purposes or for like purposes under any Special Act, hereby ordains that within the limits and on the land now or hereafter comprising all park property under the control of said Board of Park Commissioners as authorized by Massachusetts General Laws, Chapter 45, Section 5:

1. No person shall cut, break, mark, write on, injure, deface, defile or ill use any building, or contents of any building, fence or other structure, or any tree, shrub, bush, sod, turf, plant or flower (wild or cultivated) or any other thing or property on said land.
2. No person shall take or remove from the ground or have in his or her possession, any tree, shrub, bush, sod, turf plant or flower (wild or cultivated) which has been taken or removed from the ground, notwithstanding by whom so taken or so removed, except employees in the discharge of their duties.
3. No person shall throw stones or other missiles or discharge or carry on his person, or in any vehicle, firearms, except members of the Lynn Police Department in the discharge of their duties. No person shall discharge or carry on his or her person or in any vehicle, firecrackers, torpedoes, fireworks or other explosive without permission from the Board of Park Commissioners; nor have or keep for sale, any beverage without such permission from the Board of Park Commissioners; nor paste or display or carry or pass out signs, placards, flags, advertising devices, cards, programs or other articles, without permission from the Board of Park Commissioners; nor play or be present at games of chance or other unlawful games, or have possession of implements of gambling or behave in a rude or disorderly manner, or use any indecent, profane or insulting language or do any obscene or indecent act; or bathe or fish; or solicit the acquaintance of or follow, or otherwise annoy, molest or disturb any person or persons, including persons of the opposite sex; nor to make any speeches or addresses, or conduct or take part in or be present at meetings, concerts, gatherings, or parades, without permission from the Board of Park Commissioners; nor to hunt or run dogs for hunting
4. No person shall sell, keep or offer or expose for sale, any goods, wares, merchandise, newspapers or magazines or solicit or collect subscriptions or contributions, unless permission thereof is given by the Board of Park Commissioners.
5. No person shall make a fire except in the municipal fireplace provided for the same and not until permission so to do has been given by the Board of Park Commissioners and then only, under the supervision of the caretaker.
6. No person or persons shall play at baseball, football, tennis or any other games or sport except on ground allocated therefore by the Board of Park Commissioners or the Superintendent of Parks and grounds, and then only after a specific permit therefore in each instance, from the Board of Park Commissioners.
7. No person shall play at golf or use any part of land and buildings allocated as a golf course without having paid the required fee and secured permission therefore from the Board of Park Commissioners, Superintendent of Parks and grounds or other employee of the Board of Park Commissioners, designated thereto.
8. No person shall play golf or use, walk upon or so conduct himself or herself upon any golf course in such a manner as to annoy, disturb or otherwise interfere with another person or persons lawfully using said golf course, nor to violate posted rules, nor be or remain upon any part of the golf course after having been requested to leave by the Board of Park Commissioners, or member thereof, Park Police, Police Officers of the City of Lynn or other employees of the Board of Park Commissioners.
9. No person shall trespass on any park, playground, athletic field, tennis court of golf course, nor interfere with the proper use thereof by persons using the same under permit from the Board of Park Commissioners or Superintendent of Parks and grounds or other employee of the Board of Park Commissioners designated thereto; no person shall obstruct, hinder or impede the movement of work of employees of the Park Department of vehicles of said department.
10. No person shall drive an automobile in Lynn Woods or the land constituting Lynn Woods at a rate of speed greater than fifteen miles per hour, no person shall drive an automobile in Lynn Woods who has not been licensed to operate motor vehicles and no dealers or other persons shall demonstrate automobiles or instruct any person in the driving thereof in Lynn Woods or on any park, playground or other land under the control of the Board of Park Commissioners.
11. All playgrounds and parks shall be closed at sunset, unless otherwise specifically ordered by the Board of Park Commissioners. This rule shall be waived if on a special lighted surface as follows: Softball until 11 P.M. Tennis and Basketball until 10 P.M.
12. No person shall be or remain in or upon or stay in any playground or park after sunset and no person shall enter into or upon playgrounds or parks after sunset, except as otherwise provided for under rule #11.
13. No person shall carry on his person, sell, give away or consume any alcoholic liquor, beer, ale, wine, or other beverage containing or having an alcoholic content while within the confines of any Park, Playground, Lynn Commons, Lynn Woods Reservation or other lands under the control of the Board of Park Commissioners.
14. No person shall operate or have in his possession a motorcycle as defined in Section I of Chapter 90 of the Massachusetts General Laws, and Recreation Vehicles as defined in Chapter 90B, Section 20, of the Massachusetts General Laws, or trail bike or Moped, within the confines of the Lynn Woods Reservation, any Park, or Playground within the City of Lynn, the Lynn Commons, nor park any vehicle on said lands under the control of the Board of Park Commissioners.
15. **RULES FOR HORSEBACK RIDERS IN LYNN WOODS**
 - (a) Horseback riders must ride single file on right hand side of roads in Lynn Woods.
 - (b) Horseback riders must not run horses on roads in Lynn Woods.
 - (c) On main roads-horseback riders must keep to the right and give way to automobiles.
 - (d) Each group of four inexperienced riders must be accompanied by an experienced rider.
 - (e) No horseback riding will be allowed in Lynn Woods when it becomes necessary, in the judgment of the Board of Park Commissioners, to close the roads.
 - (f) No horseback riding on any road or path leading to Golf Course or Rock and Rose Gardens in Lynn Woods.

The fine for each violation shall not be more than \$200.00 for each violation thereof, as provided in Chapter 45, Section 24 of the General Laws of Massachusetts as amended by Chapter 211 of the Acts of 1977.

Persons violating the foregoing may be arrested under Chapter 272, Section 59 of the General Laws of the Commonwealth of Massachusetts.

All rules and regulations of the Board of Park Commissioners inconsistent herewith are hereby repealed. These rules and regulations shall become effective at once upon their adoption.

Adopted by the Lynn Board of Park Commissioners of the City of Lynn on July 11, 1978

CITY OF LYNN
DEPARTMENT OF PUBLIC WORKS



MANUAL
RULES AND REGULATIONS
BOARD OF PARK COMMISSIONERS

Jay J. Fink, P.E. - Commissioner of Public Works
Steven J. Babbitt, Chairman - Board of Park Commissioners

CITY OF LYNN

Honorable Edward J. Clancy, Jr.
Mayor



Jay J. Fink, P.E.
Commissioner, Department of Public Works

Steven J. Babbitt, Chairman
Board of Park Commissioners

Jeffrey Waldron
Ronald Cannon
Ralph Cameron
Michael Cole
Members, Board of Park Commissioners

PARK COMMISSION CONTACTS:

Claire Cavanagh, Associate Commissioner & Liaison to the Park Commission
James Barr, Assistant Superintendent of Parks
Lisa Nerich, Assistant Superintendent of Parks & Recreation
Dan Small, Park Ranger
Susan Downey, Clerk - Park Commission

January 2009

LYNN PARK COMMISSION - LYNN PARKS DEPARTMENT

LYNN WOODS RESERVATION

LYNN WATER & SEWER COMMISSION

January 1, 2009

The City of Lynn, Department of Public Works, has prepared this Manual to define procedures and policies set by the Lynn Board of Parks Commissioners when granting use of the city's parks, playgrounds, Lynn Commons and Lynn Woods, in accordance with city guidelines and the powers vested to the Board of Park Commissioners by the General Laws of Massachusetts, Chapter 45.

The Lynn Board of Park Commissioners by virtue of its vested authority enforces the rules and regulations for the use of any land in the City of Lynn taken or held for park and playground purposes, or for like purposes under any Special Act. The Commission reviews and approves requests for use of public parks, playgrounds, fields, Lynn Commons and Lynn Woods and other city lands. Such Board may improve public parks, make rules for their use and government, and has the power to conduct park programs and recreation activities at places other than such parks.

The Lynn Parks Department is a division of the Lynn Department of Public Works and provides year-round recreational programs including sports clinics, park programs, recreational activities and entertainment outings that meet the needs of all Lynn residents from youths to seniors.

The Lynn Park Ranger is entrusted to oversee the day to day operation of the Lynn Woods Reservation. The City of Lynn's DPW, Park Commission and Lynn Water & Sewer Commission share jurisdiction and management of the Reservation. The Woods offers natural and cultural history tours, weddings, seasonal programs, cross country racing, hiking, biking, and plenty of year-round entertainment.

The Lynn Water & Sewer Commission protects the public health and environment of Lynn's Ponds by creating a cleaner ocean environment through wastewater treatment.

This Manual is intended to outline the Park Commission's policies for individuals, organizations and public or private school use, when applying for use of a particular park, field, playground, Lynn Commons or Lynn Woods. It also provides guidelines, applications for use, rates and miscellaneous pertinent information for reference on authorized park rules and regulations.

As with all manuals, this manual is subject to periodic update. As such, comments and or recommendations from citizens are always welcome. Please contact this Department at (781) 268-8000 or visit the city website: www.cityoflynn.net with your comments.

Sincerely,

Jay J. Fink, P.E.
DPW Commissioner

The Lynn Board of Park Commissioners enforces the rules and regulations for the use of any land in the City of Lynn held for park and playground purposes. The Park Commission reviews and approves requests for the use of public parks, playgrounds, fields, Lynn Woods and other city lands.

The Lynn Parks Department is a division of the Department of Public Works (DPW) and is responsible to coordinate and schedule all requests for park related use, in conjunction with the rules and regulations set by the Board of Park Commissioners. All requests for park use should be coordinated with the Parks Department prior to seeking Park Commission approval.

The Lynn Park Ranger is responsible for the day to day operation of the Lynn Woods Reservation and the City of Lynn's DPW, Park Commission and Water and Sewer Commission share jurisdiction and management of the Reservation. All requests for use of the Lynn Woods should be coordinated with the Park Ranger prior to seeking Park Commission approval.

The Lynn Water & Sewer Commission protects the public health and environment of Lynn's Ponds by creating a cleaner ocean environment through wastewater treatment. The City's naturally formed ponds and boat ramps (Goldfish Pond, Flax Pond, Sluice Pond, Cedar Pond, Floating Bridge, Briarcliff Lodge Boat Ramp and the MDC Boat Ramp) are maintained for the general public and neighbors who use the ponds for boating, fishing and swimming. The creation of ponds within the Lynn Woods (Walden's Pond, Breeds Pond and Birch Pond) is used as water supply sources, also under the jurisdiction of the Lynn Water & Sewer Commission.

FIELD - FACILITY USE POLICY

The Field - Facility Use Policy applies to all City of Lynn Public and Private Schools (Pre-K; Elementary, Middle and High School) for use **during** and **after** school hours and for use of athletic fields and Lynn Woods when scheduled by the Lynn Parks Department.

The Lynn Parks Department will ensure that the defined fields and facilities are maintained for, utilized by, and kept available for use, by applying the guiding principle that no fields or facilities will be over-used or burdened by traffic or parking problems.

All guidelines included in this policy must be met or the Lynn Park Commission may disallow use of a requested field or facility or Lynn Woods by applicants. The Lynn Parks Department will make every reasonable effort to treat all organizations, teams, and individuals using the city's recreation facilities, in a fair and equitable manner when establishing priorities for use.

Further, all players, coaches and spectators are expected to abide by generally accepted standards of good sportsmanship, standards set forth by the youth groups and Lynn Public School core values. The Park Commission will authorize facility usage so as not to discriminate on the basis of disability, gender, race or religion. The Park Commission will also give school's sports first priority in scheduling over private exclusive sports teams.

The Lynn Parks Department is open Monday-Wednesday-Thursday from 8:30 am - 4:00 pm; Tuesday 8:30 am - 8:00 pm; and Friday 8:30 am - 12:30 pm for your convenience.

APPLICATION INFORMATION:

When seeking permission to use a city park, playground, field, public park area or Lynn Woods, please follow the process outlined below:

- ✓ Submit a written request (in hand or U.S. mail) to the Lynn Board of Park Commissioners at the DPW, 250 Commercial Street, Lynn, indicating your interest to reserve a park, playground, field, public facility or use of Lynn Woods. You would need to specify the day(s) you are requesting, the requested hours of the event, and the purpose of the event.
- ✓ Upon receipt of your written request, you will be provided a Facility Use application by the Parks Department. Make sure the name and mailing address is accurate. Any paperwork returned as undeliverable, will not be considered. It is important that you understand that completing an application is **NOT** a guarantee that a permit will be issued.
- ✓ The application may be filled out in person at the DPW or may be delivered in hand or mailed. Please note that the completed application must be accompanied by all pertinent paperwork (schedules, calendars, rosters, proof of residency if applicable, and the required security deposit). The time stated on your application should be the actual time you wish to gain entry to the field and the time you anticipate being cleaned-up and gone. (one hour for set up and one hour for cleanup).
- ✓ A separate application and application fee(s) must be submitted for each individual park. (Multiple fields at the same park will be considered one reservation form).
- ✓ Telephone reservations will not be accepted.
- ✓ All required security deposits must be in the form of a money order or cashiers' check made payable to the City of Lynn, Department of Public Works; we will no longer accept personal checks or cash.
- ✓ All requests for an event must be submitted at least ninety days (90) prior to the actual event. We can not guarantee information on your application will be verified in enough time to be submitted at the monthly Park Commission Meeting. Exceptions to the submittal time will be granted at the discretion of the Department of Public Works.

- ✓ For any individual, group or team which uses park property several times yearly, we encourage you to submit one (1) request encompassing all dates required. This will eliminate duplication and the necessity to appear before the Board each individual time.
- ✓ The Lynn Park Commission typically meets the first Tuesday of each month, and prior to any request being placed on the agenda, information will be verified. (Requests for organized sports/team play require additional time for name/address verification). Therefore, any requests that do not meet the appropriate deadline for submission will automatically carry over to the next month's regular meeting. Plan out your scheduling accordingly.
- ✓ Organized teams and league requiring rosters must present a minimum of 75% Lynn residents as participants. Proper form of identification will be required. Any league submitting false information will have their permit immediately denied/revoked.
- ✓ In some cases, participants will be required to sign a waiver/liability release as provided by the city. The Parks Department will advise you when your request is placed on the agenda for consideration by the Park Commissioners. You will need to be present at the Commission meeting unless otherwise indicated.
- ✓ When/if an approval is granted by the Lynn Park Commission, your official permit will be issued and available for personal pickup at the DPW/Parks Department accordingly.
- ✓ For some events, it may be required that the applicant obtains a Certificate of Liability Insurance, has to hire a City of Lynn police detail or hire a DPW laborer. These requirements and conditions will be clearly denoted on the facility reservation permit and proof of compliance must be provided before a permit will be released.
- ✓ Planning for your event is critical. Your request must be submitted to the Park Commissioners in enough time to prepare for proper public relations. There shall be **NO** publicity, invitations, flyers, brochures, mailings or media broadcasts advertised or distributed **PRIOR** to receiving permission from the Lynn Board of Park Commissioners. **Failure to comply may result in denial of request).**

APPLICATIONS - SUBMITTAL DATES:

Applications for all events may be submitted to the department up to six months in advance; however, DPW will reserve the right to process all applications in the appropriate time frame, pending verifications.

- For activities occurring during the **Spring Season: April 1st- June 30th**, Applications will be processed beginning January 1st;
- For activities occurring during the **Summer Season: July 1st - August 31st**; Applications will be processed beginning April 1st;
- For activities occurring during the **Fall Season: Sept. 1st - November 30th**; Applications will be processed beginning June 1st;

Please be aware that reservation requests for use will be accepted on a first come-first serve basis.

APPLICATIONS - HELPFUL TIPS:

- Applications are not automatically renewed. Time slots and field slots are not guaranteed from one year to the next without the appropriate paperwork being submitted. The Supt. of Parks reserves the right to determine field conditioning, field maintenance and availability for proper play.
- Remember to complete the application as thoroughly as possible. Information omitted from the application only delays the process. We will not accept partial information.
- If your application is for an organized team or league, the rosters must contain the proper name and address and age range of participants. Names and addresses will be verified and proper identification will be required of all participants.

ABUTTING PRIVATE PROPERTIES:

Permit holders and those others using City parks, facilities and fields which abut private properties must respect those properties. User actions such as trespassing, littering, urinating, noise violations and harassing will not only cause the permit to be revoked but will also subject the offending user to possible legal action.

Additionally, users must be cognizant of neighboring driveways and of accessible areas required for ambulances, municipal vehicles, visiting buses and handicapped sticker parkers, when applicable. For specific field and parks that accommodate concession stands, vehicle access for drop off and pickup of stock will be allowed.

CANCELLATIONS/REFUNDS:

The City of Lynn Parks Department cancellation policy has been developed to discourage the last minute cancellation of events. A primary goal of the Park Department is to offer low-cost sports field or park use for organized groups. If a cancellation is received less than 24 hours in advance, the City’s ability to re-rent the facility is severely limited. Therefore, no refunds may be issued.

CANCELLATION GUIDELINES – CITY – FIELDS:

The following guidelines are used when determining if a cancellation may be in the best interest of the event and/or the field:

1. Standing puddles of water on the field;
2. Footing is unsure and slippery;
3. Ground is water logged and squishy;
4. Grass can be dislodged from the ground easily;
5. Lightning;
6. Unsafe facility conditions-glass, exposed stones and rocks, etc.;
7. The use proves to be destructive or detrimental to quality of turf;
8. Frozen Field;
9. Periods of forecasted severe weather warnings.

ANY TEAM REPORTED TO BE PLAYING ON A FIELD OR IN A FACILITY WHICH HAS BEEN DEEMED UNPLAYABLE, MAY FORFEIT THE RIGHT TO PLAY FOR THE REMAINDER OF THE SEASON. PLEASE CALL THE PARK DEPARTMENT TO REPORT ANY VIOLATORS (781) 268-8000.

DUMPSTERS:

Permit holders are responsible for ensuring that trash is disposed of in trash receptacles and should make every effort to keep facility clean and picked up. The Parks Department will be responsible for collecting and disposing of trash from the receptacles. Some parks do not have dumpster or trash receptacles to use. If you are renting a Facility for a large event at one of those parks, you may need to rent a dumpster and make arrangements with the DPW to remove trash after event. All Lessees are required to coordinate dumpster placement and collection.

FIELD USE RESPONSIBILITIES - INCLEMENT WEATHER:

Although fields may be open for play as of Friday, noon, weather and field conditions may deteriorate by game time. In these situations, it is the responsibility of field user coordinator to determine whether or not to resume play. The Parks Department also has the right to close fields. Additionally, it is the responsibility of all coaches to avoid high use areas near the regular goal areas when using fields for practices, and not to practice on wet fields. Experience has shown that most turf damage occurs with field overuse or use during inclement weather. Thus, it is in everyone’s interest to ensure that fields are not used when play damages the playing surface. In order to meet the demand for high quality fields and ensure a safe playing field, both weather and field conditions are monitored on a daily basis to ensure that scheduled games do not:

- Cause abnormal damage to the field surface;
- Jeopardize further scheduled use of fields;
- Compromise personal safety of league players or general public.

FIELD CLOSURE OR RESTRICTED AREAS:

A closed area is at the discretion of the Commissioner of Public Works or designee, Supt. of Parks or Parks Department. Any section or part of any park, facility or field may be declared closed to the public at any time and for any interval of time, either temporarily or at regularly scheduled maintenances intervals. Playing on a closed area will result in the immediate cancellation of permit. Refunds will NOT be issued for inclement weather, but rescheduling is an option. Please call the Park Department at (781) 268-8000 as soon as possible:

- o If there is any question as to whether or not a field can be played on; or
- o You have knowledge of a group playing on and damaging turf.

FIELD LINING & MAINTENANCE:

Field lining is a very important part of the permit process for use of fields. Please contact the Parks Department to go over the field lining schemes for seasonal permits. We only want to line the fields once for seasonal permits. We will not line fields for short term permits. The Parks Department may ask a user group to move or alter practices due to field lining and mowing. Please be respectful as the goal is to improve your field experiences.

The DPW Parks Department provides the appropriate level of care and maintenance to our fields. The Parks Department follows a very intensive maintenance and improvements program for all sports fields. These activities include: mowing, fertilizing, lining, soil sampling, top dressing, over seeding, irrigation, pest management, and trash collection.

LIABILITY INSURANCE:

Liability Insurance holding the City of Lynn harmless is required for all long-term reservations and tournaments.

PERMIT HOLDER PRIORITY:

Persons not having a permit for use of parks, facilities or fields must give way at all times to permit holders.

PERMIT TIME RESTRICTIONS:

Permits for use will be issued by the City of Lynn Board of Park Commissioners (1) for municipal fields (throughout the day), with a starting time of 10:00 a.m. and (2) until 10:00 p.m. on lighted field facilities. Weekend events will be authorized on an individual basis at the discretion of the Park Commission. Normal setup time is one-half hour prior to an event and one-half hour concluding the event. Exceptions will be granted at the discretion of the Lynn Park Commission on a case by case basis.

RESTROOMS

Some parks do not have restrooms available. If you are renting a field at one such park, you may be directed to rent portable facilities depending on the size and type of event. The Parks Department will not make those arrangements for you. From our experience, portable restroom reservations must be made a minimum of twenty (20) business days PRIOR to the desired date of use. Soccer Leagues will be responsible to provide portable restrooms during game season.

- Effective November 1, for purposes of safety and health, you are responsible to make arrangements to have the portable restrooms removed.
- Effective November 1, for purposes of safety and health, public buildings with bathrooms will be drained and locked by the Parks Department for the remainder of the season. They will then be reopened mid-April by the Parks Department.

SECURITY DEPOSITS

All fees and charges are based on operational and administrative costs, preparation and set-up time, staff time, custodial clean-up, field maintenance, capital projects, and equipment replacement cost.

The fees are established by the City of Lynn Board of Park Commissioners and are reviewed on an annual basis. The fees and charges set forth herein are not negotiable and include all fields in the city, including Pre-K, Elementary, and Middle & High school fields. City staff does not have the authority to waive or reduce fees.

- ❖ K-12 Public & Private Schools, City Recreation Programs - **NO CHARGE;**
- ❖ For all organizations, leagues, churches, groups, clubs, youth sports, adult sports, businesses, clinics, tournaments, camps, private organizations, non-residents, walk-a-thons, marathons, fundraisers, scholarship drives, a security deposit is required in the form of a certified check or money order payable to the City of Lynn, Department of Public Works.

HELPFUL INFORMATION:

In addition to the Lynn Park Official Rules and Regulations enclosed herein, please be aware that the Commissioner of Public Works or designee, Supt. of Parks or Parks Department retains the right to set conditions and requirements suitable for safe, reasonable, and orderly use of the parks. Violation of rules and regulations may result in the facility use permit being revoked; and including:

- Any person(s) violating the established Rules and Regulations or constituting a public nuisance may be required to leave the premises.
- All events, ceremonies or performances must be approved by the Park Commission;
- Soliciting, vending or advertising prohibited except with Park Commission approval;
- Building or use of any structure or tent in city parks is prohibited, except with Park Commission approval;
- Permit Fees are only to use those fields specifically designated on the permit. There may be another group following yours, so it is essential that the field is vacated by the scheduled ending time.
- Gambling in any park is prohibited. Gambling shall be defined as any game of skill, chance, or raffle, played with cards or any other device for money or any other representative item of value.
- The reservation is for field use only unless otherwise stated. Field permits are "AS IS"; we do not provide equipment.
- Vehicles may not be driven or parked on turf areas, sidewalks, service driveways, or emergency zones.
- All trash must be placed in proper receptacles.
- Appropriate City of Lynn food permits must be secured and be visible when selling food or drinks. Permitting can be applied for at the Inspection Services Department, Lynn City Hall.
- No GOLF playing on fields.

- The City of Lynn carries no medical insurance for users of its facilities. Users participate at their own risk of injury.
- The City of Lynn Police Department has updated notifications of all authorized field permits, and will take notice and will take action if any of the policy rules are violated.
- Full responsibility and financial liability for any property damage will be assumed by the user group.
- No person shall carry on his person, sell, give away or consume any alcoholic liquor, beer, ale, wine or other beverages containing or having an alcoholic content while within the confines of any park, playground, Lynn Commons, Lynn Woods or other lands under the control of the Park Commission.
- The applicant will be held responsible for all actions, behaviors, and damages caused by his/her guests/attendees.
- The Park Commission has the right to revoke any permit(s) issued at their discretion.
- The City of Lynn Noise Ordinance stipulates that you can not disturb the peace and comfort of neighboring inhabitants of any parks and playgrounds. Therefore, any violators of the City of Lynn Noise Ordinance may result in revocation of permit and or fines.
- The City of Lynn Dog Ordinance stipulates that owners of dogs and/or other animals shall be responsible for the removal of any fecal matter deposited by his animal on public walks, recreation areas or private property. Failure of guests, attendees and participants to comply may result in revocation of permit and or fines.
- The adult representative for a particular group, organization or team must be at least 18 years of age or older and must be present throughout the entire use of the approved rental period.
- No events may start before 10:00am or past dusk, with the exception of lighted fields. Fields must be shut down by the permit holder by 10:00 pm. Failure to do so will result in revocation of permit and or billing of expenses incurred, unless authorized by the Park Commission.

LYNN WOODS RESERVATION - PARK RANGER

In the City of Lynn, there is one full-time Park Ranger assigned to oversee the day-to-day operation of Lynn Woods. The Park Ranger works in cooperation with the Lynn Water and Sewer Commission, the City of Lynn Department of Public Works and Office of Economic & Community Development, as well as community groups such as the Friends of Lynn Woods and the New England Mountain Bike Association. Collectively, these groups try to achieve maintenance, administrative, educational, and safety objectives throughout the Reservation.

Jurisdiction and management of the Lynn Woods Reservation is shared by the City of Lynn's DPW, Park Commission and Lynn Water & Sewer Commission. The Park encompasses nearly one-fifth of the entire land of the City and represents a significant natural watershed and public recreational resource in eastern Massachusetts.

The Park Ranger performs his duties from the Lynn Woods Park Headquarters located at the entrance to Penny brook Road. He may be reached by telephone (781) 477-7123 or by e-mail at LynnWoodsRanger@aol.com.

GENERAL INFORMATION:

The Lynn Woods Reservation was founded in 1881, the second largest municipal park in the United States, is a 2,200 acre municipal forest park located in Lynn, Massachusetts. The Woods offers over 30 miles of scenic trails for hiking, running, horseback riding, mountain biking (not allowed during the winter), cross-country skiing, and nature walks. Three active reservoirs provide pretty pond-like scenery among natural forestland, as well as clean water for the City of Lynn. Dungeon Rock is a well-loved underground tunnel with a history of pirate lore and treasure seekers. The Rose Garden, Houghton Horticultural Garden, and Amphitheater areas provide more formal settings to explore.

You may contact the Park Ranger for cultural and history tours of the sites and trails. When planning a group outing, check with the ranger for seasonal updates, closures. Seasonal events, tours and programs are posted on the bulletin boards located on both entrances to the Woods. Program information can also be obtained by calling the Ranger at (781) 477-7123.

LYNN WOODS - RULES AND REGULATIONS:

HOURS: Sunrise to Sunset. For your safety and the protection of the woods, the reservation is closed at night.

BIKING: You must stay on officially marked trails only. Official trails will have a colored paint blaze and are on this map. Take the time to learn the layout of the trail system so that you will not accidentally ride on an illegal or closed trail. If it isn't on the map it isn't an official trail. Biking is not allowed on the trails marked "foot traffic only". Responsible riding will help protect the forest and the future of biking in Lynn Woods.

HORSE-BACK RIDING: Riding is permitted on orange blazed fire roads only. Please do not run horses or ride on the hiking trails.

DOG WALKING: City Ordinance for restraining dogs is in effect throughout the reservation. Owners are responsible for removing waste from trails, roads and parking lots. Pets are prohibited from entering in or upon reservoirs due to the potential for contaminating our drinking water supply.

POLLUTES: Waterborne diseases such as E.coli, Campylobacter fetus and Cryptosporidiosis are caused from fecal contamination.

SWIMMING: No swimming or boating is permitted in any of the reservoirs in the reservations as they are all used for Lynn's drinking water supply.

FIRES: No fires are allowed, except by permit. Fire has been a major threat to the forest in Lynn Woods. In order to prevent future fires from destroying the woods, we cannot allow grills, stoves or fire to be lit without a permit.

FISHING: Fishing is prohibited due to the impact on the water supply.

PROHIBITED: Camping, paintball, ATV and dirt bike riding are prohibited due to safety and conservation concerns. All motorized vehicles are unauthorized in Lynn Woods and subject to confiscation. See kiosks at both entrances for a full list of rules and regulations plus other park information.

LYNN WOODS RESERVATION - CROSS COUNTRY RACING:

The Lynn Woods is heavily utilized for teams and individual races, mostly on dirt roads and trails. Footing can be difficult in parts, although challenging and hilly. The Ranger has set regulations for events requiring temporary trail markings in the Lynn Woods Reservation:

1. Markings must be temporary and be removed immediately after the event.
2. Recommended markings include traffic cones, vinyl flags on wire stakes, vinyl flagging tape and chalk or lime.
3. Chalk or lime can only be used on trail surfaces not trees or rocks.
4. Spray chalk can be used with advanced approval and instruction from the park ranger.
5. The use of paint, spray paint, temporary spray paint, and athletic field marking paint is prohibited.
6. Fastening signs to trees with staples, screws or nails is prohibited.

USE OF LYNN WOODS RESERVATION

All requests for events at the Lynn Woods Reservation and Rose Garden should be submitted in writing to the Lynn Board of Park Commissioners, 250 Commercial Street, Lynn, Massachusetts 01905.

For information on educational programs and presentations, please contact the Park Ranger with your name, agency, phone number, desired date and time and topic.

(DISCLAIMER: Information provided in this Manual is considered public information and may be distributed or copied. While the Lynn Park Commission and the Lynn Department of Public Works makes every effort to provide accurate and complete information, various data such as names, address, telephone numbers, may change prior to updating. The Lynn Park Commission and the Lynn Department of Public Works welcomes suggestions and provides no warranty, expressed or implied, as to the accuracy, reliability or completeness of furnished data. The Lynn Park Commission and the Lynn Department of Public Works does not control and cannot guarantee the relevance, timeliness or accuracy of outside materials. All City of Lynn Laws and Ordinances must be abided by in addition to these guidelines.)

LYNN PARKS & PLAYGROUNDS:

Ames Playground:
Barry Park:
Bennett Street Playground:
Breed Park:
Briarcliff Lodge Boat Ramp:
Camp Kiwanis
Clark Street Playground:
Cook Street Playground:
Elm Street Playground:
Filene Playground:
Flax Pond Playground:
Floating Bridge Park:
Frasier Field:
Frey Playground:
Gallagher Playground:
G.E.A.A. Field:
Goldfish Pond/Lafayette Park:
Gowdy Park:
Harbor Landing:
Henry Avenue Playground:
High Rock Park:
Hood Park:
Keaney Park: Memorial Park
Kiley Playground:
Lynn Commons:
Lynn Woods Playground:
Magnolia Ave. Playground:
Neptune Blvd. Park
Northern Ave. Playground:
River St. Playground:
Sagamore St. Playground:
Sheridan Street Playground:
Smith Street Playground:
Warren Street Playground:
Williams Ave. Playground:
Boston Street (Congress & Franklin St.);
Boston Street (Laurel & Cottage St.);
End of Bennett Street (corner Elmwood Ave.) ;
(includes Bowser Field/ @O'Callaghan Way ;
112 Kernwood Dr. @ Lynnfield Street;
Pennybrook Rd. at end (off Walnut Street);
(includes Bradley) Clark Street at end (off Eastern A
Cook Street (between Allen Ave. & Rockaway St.);
Elm Street – off So. Common (Commercial & South
Western Avenue (between Mall & Park St);
Chestnut Street (Pond & Carter Rd);
Western & Eastern Avenue;
(includes Prunier) Western Ave. (Maple & Washing
Walnut Street (between Dungeon Ave. & Oak St.) ;
Ontario Street/Linwood St./Hurd St.;
Summer St. (between Linden & Ashland St.)
(corner of Stephen St.);
Cedarbrook Rd. (Tuscan Rd. & Maple Valley Rd) ;
Blossom Street (off of Lynnway);
Henry Avenue (at end);
High Rock Street (off Lawton Ave.);
Holyoke Street (Winnepurkit & Rollins Ave.) ;
(behind Lynn English High School);
Sanderson Ave. at end (off Chatham Street) ;
North & South Common Street (Franklin to South S
Great Woods Road at end (Lynnfield St);;
Magnolia Ave. (off Broadway) ;
Neptune Blvd. & Commercial St.;
Northern Ave. at end (off North Franklin St.);
River St. at end (off of Western Ave. & Cooper St.);
Sagamore St. (off Lynnway -Washington & Newha
Sheridan Street (off Essex St);
Smith Street at end (between Green & School St);
Warren Street (Commercial St & Huss Ct);
Williams Ave. (Chatham St & Empire St);

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