



**WATERBORO
COMMUNITY
GARDEN**

2016-2017
Application Packet

**PLEASE KEEP THE
FOLLOWING SECTION OF
THE PACKET ON RULES
AND POLICIES OF W.C.G.
FOR YOUR REFERENCE.**

**ONLY THE WAIVER AND APPLICATION FORMS
NEED TO BE RETURNED.**

Dear Gardeners,

For most gardeners 2016 was a tough year for growing as in York County as we experienced severe drought conditions. That being said our gardens looked absolutely extraordinary due to the hard work, dedication and care taken to make the best of a difficult season.

We also were able to make some improvements out in the garden, including the improved pantry donation bed, shed stairs, composting area, handicap accessible bed built, new equipment on-site, the addition of new perennial gardens and some much needed maintenance.

We are looking forward to the 2016-2017 season already. Garlic growers are planning for their October plantings and we also have a new seating area design in the works.

The major change you will find in our policy handbook this year is that we are initiating a \$10 bed clean-up fee. This fee will help cut down the burden of fall clean-up for renters that abandon any bed. The fee will be a 1 year cost, and any renewing renters will only pay the \$25.00 rental fee each year after.

We hope you consider joining us if you are a new gardeners reading this packet, and any returning gardeners we welcome you back and look forward to seeing you out in the garden!

Sincerely,

The Waterboro Community Garden Committee

Waterboro Community

Garden

Rules and Policy

The Waterboro Community Garden's Goal is to create a garden following organic practices, provide affordable garden plots for growing healthy food and flowers, support a community of gardeners, promote food donation to help solve local hunger issues and promote a beautiful, green and sustainable Waterboro.

All Plots are assigned by the Waterboro Community Garden Committee. Residents of Waterboro shall take first priority in the assignment of plots. Any remaining plots may be awarded to nonresident gardeners.

General Rules of Operation

A. General Regulations

- Potential applicants should take time to read this packet. Any questions may be forwarded to garden@waterboro-me.gov, or in person at our committee meetings. (First Monday of the month in the upstairs meeting room on the Parks & Recreation side of the Waterboro Town Hall). **The bed rental period is from October 15th 2016 - October 14th 2017. This change is to allow for fall planting, overwintering crops and cover crops. Applications for garden beds and renewals of previous season's renters must be received prior to planting.**
- Prior season's renters, in good standing, shall have first refusal on renewing their plot prior to acceptance of outside applicants. **All prior renters must fill out and return the next year's application packet to renew. Renewal Applicants should return the application packet with payment as soon as possible if they want their bed to be held, otherwise plots will be assigned on a first-come/first-served basis with all the rest of the applications received. Renewal payments should be included with the application.**

- **New Applicants:** The committee will meet, review all new applications, and notify those accepted. **Once notified your plot application has been accepted rent must be paid prior to any planting. Applicants applying after the open renewal period will be invoiced as plots are available. Payment is expected with 14 days of invoicing.** New applicants will be assigned beds in the early spring. Applicants who fail to pay shall move to the bottom of the list and a new applicant will be assigned in their place.
- Applicant fees are: \$25.00 for the 1 year bed rental, and a \$10 bed clean-up fee. Renewing members, in good standing, will only be charged the \$10.00 fee once. Each year following they will only have to pay the \$25.00 plot rental fee. This fee is to cover the time and work put into cleaning off beds that are abandoned and left in poor condition at the end of the season. Renters are reminded that whether or not they are renewing that they should respect the Community Garden space rules and clean-off their bed.
- Plots are 4' x 24' with annual cost of \$25 for residents and non-residents, with a 1 time \$10.00 bed clean-up fee. A Limited number plots are available. Residents will have list priority and non-residents will be considered if there is room remaining. **A very limited number of smaller table height raised beds will be available in spring 2017. These beds are specifically designed for those with physical limitations who are unable to utilize our standard beds. Please make a note on your applications if you are applying for this type of bed.**
- Waterboro Community Garden is not certified organic but does respect its members who want to follow organic practices. We do not allow the use chemical fertilizers & insecticides like Sevin, Eight and Malathion. Examples of allowed substances include; Neem, Diatomaceous Earth, Kaolin clay, compost, compost tea, Neptune's Harvest, manure, blood meal, bone meal, ground rock (phosphate rock, agricultural lime, greensand, gypsum and the like), wood ash, seaweed, insect barriers, straw, non-PVC plastic mulch, non-colored newspaper and deterrent sprays from nontoxic materials such as garlic, soap, hot pepper or seaweed. When in doubt email the WCG committee and ask: garden@waterboro-me.gov
- No smoking anywhere in vicinity to prevent the spread of mosaic virus.
- No pets allowed in garden growing area & pet waste must be immediately cleaned up in other areas.
- Children allowed in or around garden only with parental control.
- No subletting of plots.
- Gardeners may share plots if they find they desire a smaller growing space. Finding a partner to share a plot is up to the gardener, not the committee. One person will be responsible for ensuring payment, volunteer time and maintenance.

- Each garden renter is responsible for doing volunteer work for the Community Garden. (6 hours per season). Please consult the task list in the shed or contact a WCG committee member.

B. Plots, Plants, and their Care

- Specific plots might be unavailable in subsequent seasons due to overall soil maintenance and amendments needed; Waterboro Community Garden Committee will have the final say in this regard.
- If you use our tools or hose nozzles please always return them to the shed. Those tools owned by the Community Garden are not to leave the premises. We are not responsible if you leave your own tools on the premises, so please take them with you when you leave. Please leave wheelbarrows turned upside down to avoid water collection.
- Any conflicts should be brought to the attention of a Waterboro Community Garden Committee member in writing and the Garden Committee will act to resolve. You may email the committee at garden@waterboro-me.gov
- Initial planting no later than June 15th, 2017. Any plot left unplanted by this date will be considered abandoned and the renter will be subject to loss of his/her plot with no refund. The committee shall have the right to rent the abandoned plot to the next applicant on the list after June 15th, 2017.
- If the renter needs to abandon a plot, then that renter will notify the Waterboro Community Garden Committee immediately. The plot will be offered to the next applicant on the list.
- Waterboro Community Garden Committee will also be in charge of the assignment of plots. The committee may also chose to allow gardeners to renew their rental and keep their original plot, if maintenance on that rented plot is not needed that year.
- Plots must be kept well-tended throughout growing season. **Planted by June 15 and cleaned off by October 15th of debris.** The renter of any plot overgrown with weeds will be subject to our 3-strikes policy. If you need assistance due to illness or vacation, ask for help and we will try to find a volunteer to assist you.
- We have a 3-strikes policy. After two notifications of violation if the renter does not act appropriately upon the third violation the Community Garden Committee Reserves the Right to repossess the plot and any items within with no refund to the renter. Renters may request a hearing at any time with the Waterboro Community Garden Committee before

their third and final violation. Structures (trellises, hoops, supports, hardscape) must be inside plot edges.

- All plots must be cleared of structures and crops by **October 15th, 2017** so garden can be ready for the next season.
- Pathways must be kept weeded and neat (each renter is responsible for around their plot). Keep vines and visitors out of neighboring plots.
- Pumpkins, Trees, and shrubs are not allowed. Perennials and winter crops permitted only in plots in which the renter has renewed their application for the next growing year.
- Mulch must be organic matter, newspaper covered with mulch, or something biodegradable.
- Gardeners should consider the effect of shading on neighbors plots when planting tall crops such as corn or sunflowers, and locate plants appropriately. If you intend to grow these plants in undesignated tall crop areas, you must make note on your application for proper plot placement. Contact the Waterboro Community Garden Committee for suggestion on location of these crops outside of your designated area.
- Use designated compost piles for healthy weeds; do not add kitchen scraps as they draw animals.
- Use designated areas for diseased plants. Blighted plants should not be composted.
- Carry in-Carry out policy for waste.
- Stakes that mark your plots corner, with your plot name, must be left in place all season.
- Water shall be shut off before the first frost to prevent freezing/bursting of the water line.

C. Produce

- You are encouraged to donate any surplus to a food pantry or General Assistance. Ask one of the Garden Committee Members how you can do this.
- No growing for commercial purposes. This means you cannot sell your produce. Bartering produce among gardeners is allowed.

WAIVER

I agree to waive, release, absolve, hold harmless, defend and indemnify the Town of Waterboro, members of the Waterboro Community Garden Committee, and their officers, agents, employees and volunteers from and against all damages, claims, demands, suits, or actions resulting from my occupancy or use of the Community Garden property. Damages waived may include, but are not limited to, damage, or loss of property or physical injury or death to me or to any other person. I assume all risks and hazards for myself and for any minor children with me incidental to the conduct of this activity, including but not limited to the risk of physical injury. I understand there is no insurance coverage provided by the Town or The Waterboro Community Garden Committee Members for this activity. Any insurance is my personal responsibility. I agree to act in a safe, prudent and responsible manner at all times while using the Waterboro Community Garden. I agree to be respectful of other people using the Community Garden and of their property.

**Signature _____ Date _____
(Parent or guardian signature needed for minor or ward)**

*By filling out this application you are not guaranteed a plot as space is limited. Applicants, other than renewals in good standing, shall be chosen on a first come-first served basis.

RENTER APPLICATION FOR GARDEN PLOT



WATERBORO COMMUNITY GARDEN

Name (please print clearly):

Street Address:

Mailing Address:

Town:

State:

Zip Code:

Home phone: Cell phone:

() -

Email address:

_____@_____.

Are you a current renter? If yes, which plot?

Annual Cost :

4' x 24' plot: \$35.00

(\$25.00 rental and \$10.00 one time clean-up deposit)

This includes a one-time \$10.00 clean-up fee kept in the event that the renter does not adhere to the policies above. Renewing gardeners in good standing will only be charged \$25 each renewing year thereafter

One bed per applicant.

Are you physically restricted and unable to tend a raised bed? Are you interested in one of the limited number of table height beds available in spring 2017?

Do you have any special gardening needs? (Please describe) :

Are you able to receive digital copies of invoices and renewal packets via email?

Renewing Gardeners: PAYMENT MUST BE ACCOMPANIED WITH THIS APPLICATIONS FOR IMMEDIATE ACCEPTANCE. CHECKS SHOULD BE WRITTEN OUT TO *THE TOWN OF WATERBORO* AND IN THE MEMO SPACE PLEASE WRITE *COMMUNITY GARDEN

***New Renters: PAYMENT IS ONLY DUE UPON NOTIFICATION OF APPLICATION ACCEPTANCE. YOU WILL BE INVOICED. PAYMENT EXPECTED WITHIN 14 DAYS OF INVOICING.**

I have read the entire packet, including the Waiver and the Garden Rules and I understand that my signature here is an acceptance of the rules and I agree to abide by them.

Signature: _____ Date: ____/____/____

If younger than 18 years old, please have parent or guardian sign:

Signature: _____ Date: ____/____/____

