

NEW GARDENER

Northampton Community Garden

2018 GARDEN SEASON — NEW GARDENER REGISTRATION

Welcome to the Northampton Community Garden!

You are about to sign up for a plot in the Garden.

HERE'S WHAT YOU'LL GET:

- ▶ A 20 ft. x 20 ft. (roughly) plot that's all yours
- ▶ Access to water
- ▶ Access to communal tools, carts, and mowers
- ▶ Free compost (from the compost pile), wood chips, and rock dust
- ▶ Four issues of the Garden Newsletter
- ▶ Workshops on gardening topics
- ▶ Advice, support, and companionship of other gardeners

HERE'S WHAT YOU'LL GIVE:

- ▶ You'll pay a plot fee of \$25.
- ▶ You'll do at least 2 hours of work on some community project in the Garden.
- ▶ You'll observe Garden deadlines (listed in Newsletter) and follow Garden Rules and Guidelines.
- ▶ You'll clean tools when you've finished using them, and you'll return them promptly.
- ▶ You'll post a sign that clearly shows your plot number. (This spring we'll have a sign-making workshop.)

HERE'S WHAT'S IN THIS REGISTRATION PACKET:

- ▶ A description of various **Community Service Projects** that you can choose to work on. Pick out a couple that interest you, and indicate them on the form provided.
- ▶ A copy of the **Garden Rules and Guidelines**. Read them over carefully and ask any questions you may have. We'll ask you to sign a statement saying that you have read and understood, and will follow them.
- ▶ A **Registration Form** that asks for your address, phone number and e-mail address; indicates your plot number; and shows what you have paid.
- ▶ A space to indicate that you choose to **Download the Garden Newsletter** from our Web site. If not, we'll request a \$2 fee to send the newsletter by postal mail.
- ▶ A space to indicate that you choose to **Maintain a Compost Pile** in your plot and take a \$4 deduction from the plot fee.
- ▶ A **Waiver** discharging the City of Northampton from any responsibility for injuries incurred in the Garden, which we ask you to sign.
- ▶ A space to indicate that you make a **Commitment to Leave a Clean Plot** when you give it up.
- ▶ A **Map** of the Garden, on which we indicate your plot.



We look forward to seeing you in the Garden!

THE GARDEN COMMITTEE

NORTHAMPTON COMMUNITY GARDEN — 2018 GUIDELINES AND RULES

- 1 **NO SMOKING.** The Garden is a **smoke-free zone**. Please **do NOT smoke** in the Garden. Cigarette butts **must not** be discarded in the compost (because of the danger of tobacco mosaic virus).
- 2 **DOGS.** Northampton law requires **dogs** to be **restrained** (by a leash) **at all times**.
Your dog must not be permitted to damage or enter the Garden plots of others.
Your dog must not bark at or jump on other gardeners
Please put your dog's waste in the dumpster — *NOT* in the compost.
- 3 **NO PARKING.** Cars **may not be parked** on the grass roads or paths within the Garden.
You may use a car to deliver material to your plot; please move it immediately afterward.
- 4 **NO LOUD NOISE.** Many people come to the Garden to enjoy the peace and quiet of nature. Please limit phone use to necessary calls only; keep calls short and quiet. Please keep radios and conversations at low volume. Headphones for radios are a good option.
- 5 **GARDEN PLOTS.** Each plot is *roughly* 20' x 20'. Plots are arranged in blocks of four. Each block is bordered by a footpath. Not every block of four has *interior* footpaths.
 - ▶ **a. Signs.** You must post an **upright, legible, visible sign showing plot number** for each plot.
 - ▶ **b. Footpaths and Plot Boundaries**
 - Footpaths are maintained at a minimum width of 2 feet.
 - The grass in the footpath surrounding your plot should be mowed to a height of no more than 3".
 - Please do NOT extend your plot(s) into the footpath.
 - Plants, structures, tools, compost piles, hoses, and other impedimenta must NOT intrude on the footpath.
 - ▶ **c. Paths within a block of four plots**
You should establish, with your neighbors in the block, the boundaries between plots. You may mark them with stakes or create a narrow path. Be sure you know where your plot meets your neighbors' plots. **Ask** before you dig or plant.
 - ▶ **d. Guidelines for planting**
 - Plantings must not encroach on your neighbors' plots. Put invasive or spreading plants (i.e. brambles, mint, oregano, comfrey) in the interior of your plot, not on the edges. Anything that grows into a path or into another gardener's plot may be pulled out.
 - Plantings, structures, and trees that shade other garden plots are not allowed.
Trees must not be planted on or near the edge of your plot.
 - **Do not plant Jerusalem artichokes.** (Once planted, they are almost impossible to eliminate.)
 - **Do not plant miscanthus grasses.** (They need to be dug up and separated every two years, or they become very large and almost impossible to eliminate.) If you have Miscanthus in your plot, it must not intrude on pathways or your neighbors' plots.
 - ▶ **e. Plot maintenance**
 - Plots must be cultivated by June 1.
 - Plot(s) should be **free of ragweed** by the announced midsummer walkthrough date. Tagged ragweed must be removed within two weeks.
 - If a plot becomes excessively weedy (i.e., more weeds than cultivated plants), the gardener will be contacted and asked to set a date by which weeds will be cleared.
 - Failure to follow these guidelines may result in the loss of your plot.

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OVER 

GUIDELINES AND RULES (cont.)

- Plantings within a plot are the **property of the registered gardener**. If a gardener does not plan to return for the following season, remaining plants must be removed by the autumn clean-up date or they become the property of the next season's registered gardener. If a gardener fails to cultivate a plot by June 1, remaining plants become the property of the gardener to whom the plot is reassigned.
 - Plot(s) **must be cleaned for winter** by the announced date in October. (Otherwise the plot cannot be renewed for the next gardening season.) Cleaning includes cutting down and disposing of dead plants to discourage soil-borne disease and over-wintering pests. Seed-bearing perennials should be cut back. Newspaper, plastic jugs, plastic mulch, furniture, toys, tools, and other non-attached objects must be removed. Structures must be secured if they remain.
 - All plots registered to the same gardener must be cleaned, even if the gardener plans to register for only some of the plots in the following year, or any year in the future.
 - Your plot must be maintained as described above; if not, it will be assigned to another gardener.
- ▶ **f. Organic is preferred.** The Garden encourages gardeners to **use organic practices** and urges the use of the **least toxic methods to control insects and weeds**.
 - ▶ **g. Conserve Water!** The Garden pays for all the City water we use, so gardeners are encouraged to **limit water use**. Water only when necessary, and mulch your plants to reduce the amount of water needed. Gardeners using hoses or soaker hoses **must be present during watering**; no sprinklers are allowed. Watering cans take precedence over hoses or soaker hoses; hand-held hoses take precedence over soaker hoses. Do NOT use Garden water to wash cars or fill wading ponds.
- 6** A PLOT MAY NOT BE WORKED until **completed Registration forms and fees** have been received by the Northampton Recreation Dept. All Garden fees are non-refundable.
- ▶ **a. First-year gardeners are limited to a single plot per household. Returning gardeners may register for a maximum of four plots per household.**
 - ▶ **b.** City of Northampton residents (living in Northampton, Florence, or Leeds, with zip codes 01060, 01062, or 01053) pay regular fees as established by the Garden Committee. Non-residents who work in Northampton pay a surcharge of \$5. Those who neither live nor work in Northampton pay a surcharge of \$10.
 - ▶ **c.** Only one person may register for a plot. The status and residence of that person determines the applicable fee structure. That person is responsible for observing the Garden rules as they apply to her/his plot; he/she will receive all Garden mailings. However, more than one person may garden in a plot.
 - ▶ **d.** Registration may be transferred from one gardener only to *the other gardener listed on the registration form*, by written request to <LLCOCHRAN@GMAIL.COM> or <WOLFSON110@GMAIL.COM> or to the Recreation Dept. All other plot assignments are made through the Garden Committee.
- 7** GARDEN WASTE MAY BE HANDLED AS FOLLOWS:
- ▶ **a.** Gardeners are encouraged to maintain compost piles within their plot(s). (See page 5 to claim a composting credit.) Please compost only plant and vegetable material, and cover fresh compost with soil to discourage animals. Do not bring kitchen waste to your compost pile.
 - ▶ **b.** Compostable material may be added to the **two common compost areas**. Compost piles are for plant and non-diseased vegetable material only. (Large or woody plants, e.g., sunflower stalks, go into the brush pile.)

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OVER 

GUIDELINES AND RULES (cont.)

- ▶ **c.** Non-compostable material should be placed in the **dumpster** in the northeast part of the Garden. This includes metal, plastic, wood, glass, and paper, as well as diseased plant material.
Leave nothing outside the dumpster!
- ▶ **d.** Brush may be placed in the **brush pile** just east of the wood chips pile. Sunflower stalks and brambles belong here. This is NOT a compost pile.
- ▶ **e.** No waste may be placed elsewhere – i.e. in paths or over the hill to the north of the Garden.
- 8** **TOOLS, GARDEN CARTS, and WHEELBARROWS** are meant to be shared. Please use carts *only* when transporting material; then return to the central area. Please keep tools only while they are in use.
- 9** **NO BIRD FEEDERS, PLEASE.** They attract bears to the Garden. Bird houses are okay.
- 10** **COMMUNITY SERVICE.** The registered Gardener for each plot (or plots) is responsible for completing several hours of **work on Community Service projects**, as determined by the Garden Committee and specified on the registration form. Service may include participation in clean-up days, registration, inspection, or mailings; work on an ongoing Garden activity selected from the enclosed list; or other activities agreed upon by the Gardener and the Garden Committee.
- 11** **THE GARDEN NEWSLETTER** is the means by which the Garden Committee and the Recreation Dept. communicate with Gardeners. Therefore Gardeners are expected to be aware of information (changes in the Garden Rules, deadlines for inspections and registration, etc.) published in the Newsletter. Gardeners are responsible for notifying the Garden Committee of **changes in e-mail and postal addresses**, so that the Newsletter and Garden Committee mailings will reach them.
- 12** **VIOLATORS OF THESE RULES are subject to the loss of plots and fees.**
In particular, **Gardeners must meet the requirements for plot maintenance** (see #5-e above); **posting a sign with plot number(s)** (see #5-a) **and Community Service** (see #10) **before they may register for the next season.**
- 13** **THE GARDEN COMMITTEE** resolves all questions about the applicability of the rules in a particular situation.

If you have other questions, please e-mail them to Larri Cochran or Betsey Wolfson, or leave a message with the Northampton Recreation Dept. (587-1040); a member of the Garden Committee will return your call.

We look forward to seeing you in the garden!

THE GARDEN COMMITTEE:

Bryan Adams, Arlene Avakian, Blaise and Linda Bisallion, Larri Cochran, Frankie Dack, Jim Ferguson,
Tom Gagnon, Dan Ladd, Peter Payne, Mimi Teghtsoonian, Stephanie Vasiliades, Betsey Wolfson

WE'RE ON FACEBOOK!

www.facebook.com/groups/183723795531/

NORTHAMPTON COMMUNITY GARDEN • 2018 • NEW GARDENER REGISTRATION

▶ **Plot assigned to you** _____ *(office use only)*

REGISTERED GARDENER

NAME _____

ADDRESS _____

HOME PHONE _____

WORK PHONE _____

e-MAIL ADDRESS* _____

*We will contact you by e-mail whenever possible.

** **I do not use e-mail.** Please contact me by U.S. mail. (See \$2 fee below.)

SECOND GARDENER

NAME _____

ADDRESS _____

HOME PHONE _____

WORK PHONE _____

e-MAIL ADDRESS _____

REGISTRATION FEES

Plot fee. (One plot limit for your first year in the Garden) \$25 _____

Non-resident surcharge

Reside outside Northampton; work in the city \$ 5 _____

Reside and work outside Northampton \$ 10 _____

Optional: Credit for maintaining an in-plot compost pile - \$ 4 _____

Optional: **Charge for receiving Newsletter by postal mail + \$ 2 _____

TOTAL _____

OPTIONAL: first plot is free to anyone 65 or over (limited to one plot per household).

Free to non-profit groups (based on availability and approval by the Garden Committee.).

Up to 50% reduction on plot fees to households receiving public assistance.

(A confidential application form is available at the Recreation Dept.).

"Northampton residents" live in Northampton, Florence, or Leeds, in zip codes 01060, 01062, or 01053.

COMPLETE YOUR REGISTRATION

1 Please read and sign the **three** statements on page 6.

Read the material on Community Service Activities; then indicate your interest on page 7.

2 Checks should be made out to **City of Northampton**.

How did you learn about the Northampton Community Garden?

NORTHAMPTON COMMUNITY GARDEN • 2018 • NEW GARDENER REGISTRATION

GARDEN GUIDELINES AND RULES

A copy of the Garden Guidelines and Rules is included in this packet. **Please read them carefully.** Then sign the statements below.

I have read, understand, and agree to abide by Northampton Community Garden Guidelines and Rules.

▶ Signature(s) _____ Date _____

WAIVER

City of Northampton/Northampton Community Garden **RELEASE AND WAIVER** by Participant:

I, _____ (and) _____
residing at _____ residing at _____
in _____, Massachusetts in _____, Massachusetts

being sponsored by the City of Northampton and sometimes known as Northampton Community Garden, on behalf of myself, my executors, administrators, assignees and all other persons engaged in the said project with my permission, at my direction or for my benefit, do hereby release the City of Northampton, its successors and assignees and their respective representatives from any and all claims, demands, actions or causes of action, concerning damage or injury to person or property and do hereby waive the same, at any time arising out of related to my or our participation in said project in any matter whatsoever, whether such damage or injury be suffered in or upon any land used for the purposes of said project or elsewhere.

▶ Signature(s) _____ Date _____

NEWSLETTER

The Newsletter is the means by which important information is communicated to gardeners. The Newsletter is published 4 times per season. You'll receive an e-mail announcement when each issue is ready for downloading; look for the subject heading "Greetings from the Community Garden."

Gardeners are responsible for promptly downloading the newsletter and for notifying the Garden Committee of changes to your e-mail address.

A calendar of Garden events and all Newsletters are available at: **www.nohogarden.org**.

If you do not use e-mail or are unable to access the newsletter from our website, we will send you a hard copy by U.S. mail — for a \$2 fee per season.

- I (we) agree to download the Newsletter in March, May, July, and September when notified by e-mail.
- I do not use e-mail. Please contact me by U.S. mail. (I have added a \$2 fee on page 5.)

▶ Signature(s) _____ Date _____

COMMITMENT TO LEAVE A CLEAN PLOT

I understand that it is my (our) responsibility as a Community Gardener to leave my plot(s) in good condition — according to the guidelines for Fall Cleanup — when I give up the plot(s).

▶ Signature(s) _____ Date _____

NORTHAMPTON COMMUNITY GARDEN • 2018 • COMMUNITY SERVICE PROJECTS

 Please fill in your name and contact information. This is a separate section.

NAME _____

CONTACT ADDRESS (e-mail or postal address) _____

▶ PARTICIPANT PROJECTS.

Please choose three activities from the list below, ranking them **1** to **3** (1 for most preferred, 3 for least). We will contact you to let you know what you may sign up for and what time slots are available. We give the approximate numbers of hours required; you should log the actual hours spent.

Tool shed

- _____ Look after tool shed for a two-week period (2+ hours)
- _____ Maintain wheelbarrows and yard cats for a two-week period (2)
- _____ Keep gas containers filled for a two-week period (2)

Compost pile

- _____ Help maintain the west-end compost pile for a two-week period (4)
- _____ Help maintain the north-end compost pile for a two-week period (4)

Survival Center

- _____ Deliver produce to the Survival Center for a two-week period (2)

Inspections

- _____ Help with early June inspection (2)
- _____ Help with Ragweed Walkthrough (mid-July) (2)
- _____ Help with Fall Inspection (late October) (2)

Newsletter

- _____ Write an article (suggest a topic): _____ (1+)
- _____ Create drawings, illustrations, or photographs of garden-related topics (1+)

Common Areas maintenance

- _____ Maintain the small garden under the mosaic sign for a two-week period (2+)
- _____ Maintain the herb garden by the tool shed for a two-week period (2+)
- _____ Help clear neglected plots (2+)

Mowing

- _____ Mow common spaces and paths according to our zone system.
- If you check this, please indicate the number of hours you are willing to contribute (not less than 2 hours — about the time required to mow a zone). _____ Number of hours.

~~Garden Neighbor~~ (for returning Gardeners)

- _____ I'd like to be a Garden Neighbor (5)

Garden Workshop

- _____ I'd like to present a workshop about this topic: _____ (4)

Other. Tell us what:

NORTHAMPTON COMMUNITY GARDEN • 2018 • GETTING ORIENTED

If you stand on Burts Pit Road facing the Garden, you are looking north, with east on your right and west on your left. Plots are lettered B to T running north; they are numbered 1 to 33 running west. **PLEASE BE SURE YOU HAVE THE CORRECT PLOT.** We have marked each New Gardener plot with a numbered red tape on a bamboo stake. **Do not start until you check that the number on your map matches the number on the flag.**

GARDEN TOOLS AND SHED

Your key opens the tool shed. The same key unlocks the padlocked yard carts on the outside of the shed. Please keep the shed locked at all times to prevent theft. Garden tools — shovels, spades, forks, rakes, wheelbarrows, and lawn mowers — are stored in the shed and are available to all gardeners. Please treat them lovingly, and return them promptly and clean so others may use them. Our plot fees pay for purchases and repairs to tools and mowers, so we all need to take care of them.

COMPOST

One compost pile is on the west side of the Garden. A second pile is located north of the back road, facing Hospital Hill. Please consult signs to know where and how to add material and where to remove finished compost. All gardeners may use the finished compost — on a first-come, first-served basis.

WATER AND HOSES

Our Garden is on the Northampton water system. The fees we pay for Garden plots include the cost of water we use, so we make every effort to **use water conservatively**. There are spigots at intervals throughout the Garden. Water will be turned on as soon as the danger of frozen pipes is past (usually the middle of April). There are 100 feet of hose at each spigot. You may need to invest in an additional length of hose (perhaps together with another gardener) and/or a nozzle. Please do not use another gardener's hose without asking permission. When you water, please attach hoses tightly. If water sprays or leaks, try replacing the washer at the spigot or at a connection; replacement washers are available on a shelf in the tool shed. Repair or discard your hose if it is leaky. When you have finished watering, neatly rewind the hose. Gardeners hand-carrying water may interrupt hose use temporarily to fill a watering can. To conserve water:

- Plant flat. Keep your garden surface flat: Raised beds dry out more quickly, and water that falls into the paths is wasted.
- Make paths, and walk only there. Don't compact the soil in your planting beds: Uncompacted soil absorbs water more easily and is better for your plants.
- Incorporate organic matter into your soil to help it hold water more readily.
- Mulch your beds to conserve water.
- Sprinklers are not allowed.
- Drip hoses are allowed, but you must be present while hose is in use.
- Do not leave your plot unattended with any hose running.

GARDEN NEIGHBORS

Some gardeners have volunteered to be Garden Neighbors and to make a special effort to share their experience and expertise. We'll let you know who they are, but feel free to ask any of us questions.

WORKSHOPS

The Garden sponsors workshops on topics of interest to Gardeners. Watch for announcements via e-mail and on bulletin board notices.

WOOD CHIPS & ROCK DUST

The wood chips and rock dust to the north of the tool shed are available to all gardeners.

GETTING IN TOUCH

If you have a problem, please contact the Garden Committee. Leave a phone message at 413 587-1040 (the Northampton Recreation Dept.) or send an e-mail to Larri Cochran or Betsey Wolfson (llcochran@gmail.com / wolfson110@gmail.com). Our Web address is WWW.NOHOGARDEN.ORG. 

NORTHAMPTON COMMUNITY GARDEN
BURTS PIT ROAD

