

PLOT REGISTRATION 2019

Returning Gardeners

Register by mail by returning **pages 8-9** and your fee by **February 15**. Both pages must be completed, in order to be processed promptly.

Registrations received after February 15 will be charge a \$5 late registration fee. If your registration is late, we cannot guarantee that you will have the same plot(s) as last year.

Complete the plot change request area on page 9 if you are giving up plots or wish to add plots. You may add one plot per year, after the first year, so long as your plot(s) is well maintained. Returning Gardeners may register for a maximum of four plots per household. You will be notified by March 15 if your request for an additional plot is granted. (We will bill you at that time for the added plot.)

Return your completed forms with a check for your *current* plots only, by mail, to:
Northampton Community Garden, c/o Northampton Parks and Recreation Department, 100A Bridge Road, Florence, MA 01062. Make checks payable to **City of Northampton**. If you write your plot number(s) on your check, your cancelled check will be your confirmation and receipt.

Please read all Rules and Guidelines carefully, as some items have changed.

Please note: We have become aware that some people who garden at the Northampton Community Garden on Burts Pit Road believe it is an organic garden. As much as the Garden Committee encourages organic practices and discourages the use of chemical pesticides and fertilizers, there are some gardeners who do use chemicals in their plots, as permitted by City policy. We will continue to do our best to educate all gardeners about the advantages of organic gardening.

New Gardener Registration will take place in person from 9:00AM to noon on March 23 at the Parks and Recreation Department, 100A Bridge Road, Florence. Bring your completed forms with you. First-year Gardeners are limited to a single plot per household. We assign plots on a first-come, first-served basis.

Gardener Orientation is scheduled for 7 P.M. on **Monday, April 8**, at Forbes Library.

HERE'S WHAT THE GARDEN PROVIDES

- Use of a (roughly) 20 ft. x 20 ft. plot
- Access to water at shared spigots
- Access to communal tools, carts, and hand-powered mowers
- Free wood chips and rock dust
- Four issues of the Garden Newsletter
- Workshops on gardening topics
- Advice, support, and companionship of other Gardeners

EACH GARDENER AGREES TO

- Pay a fee for the use of plot(s), as shown on the Registration page
- Abide by the attached Garden Rules and Guidelines
- Abide by Garden deadlines as listed in the Newsletter and on our web site
- Contribute two hours of work on a community project in the Garden for a first plot; and one additional hour for each additional plot.

Failure to follow these rules and guidelines may result in the loss of your plot and fees.

NO SMOKING

- The Garden is a smoke-free zone.
- Cigarette butts must not be discarded in compost because of the danger from tobacco mosaic virus.

DOGS

- Northampton law requires dogs to be restrained by a leash at all times.
- Your dog must not be permitted to enter others' Garden plots.
- Your dog must not threaten or jump on other Gardeners
- Please put your dog's waste in the dumpster — NOT in the compost.

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, but please move it immediately.

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 to low volume.
- Headphones for radios are a good option.

SIGNS

Every plot must have a legible, visible sign showing the plot number.

- Creativity is encouraged, but the number must be 1 1/2" tall or larger, and the number must be at least 18" off the ground.
- Volunteer inspectors must be able to find your sign easily throughout the season.

FOOTPATHS AND PLOT BOUNDARIES

Each plot is roughly 20 feet x 20 feet. Most plots are arranged in blocks of four. Each block is bordered by a footpath.

- Grass borders around the outer edge of plots must be a minimum width of 2 feet.
- Mowers often can't reach right to the edges of plots, so Gardeners are responsible for keeping the grass immediately touching their plot borders trimmed to a height of no more than 3 inches.
- Do not extend your plot(s) into the footpath.
- Plants, structures, tools, compost piles, tools, hoses, and other impedimenta must NOT intrude on the footpath.

BOUNDARIES WITHIN A BLOCK OF FOUR PLOTS

You should establish the boundaries between plots with your neighbors in the block.

- 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.

MOWING

- Mowing of common paths and common areas is managed by the Mowing Team.
- Only trained Mowing Team members are authorized to use the Garden's power mowers.
- Please keep the edges of your plot(s) tidy, so mowers can get as close as possible to the border of your plot.

GUIDELINES FOR PLANTING

No new trees.

- If you have existing trees or shrubs in your plot, you are responsible for making sure they do not impede the Garden pathways or create shade in neighboring plots. If you have new “volunteer” trees popping up in your plots, please remove them while they are still small and easy to manage. Any trees and/or shrubs that impede movement in the Garden will be pruned by Garden maintenance teams as necessary.

Plantings must not encroach on your neighbors’ plots.

- Put spreading plants like brambles, mint, oregano, or 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.

Do not plant invasive plants.

- The Massachusetts Invasive Plant Advisory Group has identified 66 plant species as invasive in Massachusetts. If you’re not sure whether something is on the invasives list, please check one of these sites before planting: www.mass.gov or www.massaudubon.org, and search for “Invasive Plant List. Invasives include, but are not limited to, Garlic mustard; Asian or Asiatic bittersweet; Purple loosestrife; and Multiflora rose.

Do not plant Jerusalem artichokes or Miscanthus grasses.

- Once planted, they are almost impossible to eliminate.

PLOT MAINTENANCE / INSPECTIONS

Teams of volunteers will conduct three scheduled inspections to be sure plots are cultivated and are not being overgrown by weeds, including ragweed.

If you find you need to give up a plot during the season, please notify the Garden Committee as soon as you can so that it can be reassigned.

- Plots must be cultivated by **June 1**. During the **Early June Inspection**, we check to be sure that all plots are under cultivation. Cultivation of your plot must be obvious. If not, you risk the loss of your plot.
- The **July Mid-Season Inspection** checks for ragweed and other weeds. Plots must be free of ragweed, and all other weeds must be under control. If inspectors find ragweed in your plot, it will be tagged. Tagged ragweed and any additional ragweed in your plot must be removed within two weeks, or you risk the loss of your plot.
- The **October Fall Inspection** checks that plots have been cleaned for winter. A plot cannot be renewed for the next gardening season unless it has passed this inspection. All plots registered to the same Gardener must be cleaned at the end of the season, even if the Gardener plans to register for only some of the plots in the following year.
- **Fall plot cleaning** includes removing dead and/or diseased plant matter; cutting down weeds; cutting down sunflowers or vines; trimming or cleaning perennial foliage where appropriate; cutting off seed heads; removing tools, pails, buckets, watering cans, trash, pots, plastic chairs, etc.; closing up and stowing bags of mulch or compost; securing plastic or other mulch materials; removing or laying flat any tomato cages, stakes, or bird baths; securing trellises, arbors, bird houses, etc.; draining and taking home hoses (or coiling neatly and stowing); trimming plot edges; checking that sign with plot number(s) is in legible, visible condition.
- **If a plot becomes overgrown** at any time (i.e., more weeds than cultivated plants), the Gardener will be contacted and asked to establish a date for clearing the weeds. If not, you risk the loss of your plot.

PLANTINGS IN A PLOT BELONG TO THE REGISTERED GARDENER

- If a Gardener does not plan to return for the following season, remaining plants must be removed by the Fall Inspection date, or the plants will become the property of the next season’s registered Gardener
- If a plot is reassigned during the season, any plants remaining in plot become the property of the Gardener to whom the plot is reassigned.

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.

PLEASE CONSERVE WATER

The Garden pays for all the City water we use, so Gardeners are encouraged to limit water use.

- Water your plot 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.
- When multiple Gardeners wish to use a water spigot, watering cans take precedence over hoses or soaker hoses, and hand-held hoses take precedence over soaker hoses.
- Do NOT use Garden water for washing cars or filling wading ponds.

PLOT FEES, REGISTRATIONS, AND TRANSFERS

- A plot may not be worked until completed Registration forms and fees have been received by the Northampton Parks and Recreation Department.
- All Garden fees are non-refundable.
- First-year Gardeners are limited to a single plot per household. You may add one plot per year, after the first year, so long as your plot(s) is well maintained.
- Returning Gardeners may register for a maximum of four plots per household.
- City of Northampton residents (who live in Northampton, Florence, or Leeds, with zip codes 01060, 01062, or 01053) pay Garden fees as set by the Garden Committee and the Northampton Parks and Recreation Department. Gardeners who do NOT reside in Northampton pay a surcharge.
- Only one Gardener may register for a plot. The status and residence of that person determines the applicable fee. That person is responsible for observing all applicable Garden rules; that person will receive all Garden mailings. However, more than one person may garden in a plot.
- Registration may be transferred from one Gardener only to the other Gardener listed on the registration form, by written request to llocochran@gmail.com or bwolfson.nohogarden@gmail.com or to the Parks and Recreation Department. All other plot assignments are made through the Garden Committee.

HANDLE GARDEN WASTE APPROPRIATELY

- Gardeners are encouraged to maintain compost piles within their plot(s) and may receive a credit toward registration fees for doing so. Please compost only garden-based plant and vegetable material, and cover fresh compost with soil to discourage animals. Do not bring kitchen or animal waste to your compost pile.
- Compostable material may be added to the two common compost areas. Compost piles are for plant and non-diseased vegetable material produced in the garden only. Do NOT add household or animal waste to the common compost areas.
- Large or woody plants and brush, including sunflower stalks, brambles, and anything with thorns, must be placed in the brush pile just east of the wood chips.
- Do NOT put compostable materials in the brush pile.
- All other non-compostable material must 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. The dumpster company requires that we put all vegetation in plastic bags before throwing it into the dumpster. Leave nothing outside the dumpster!
- Durable garden materials in good condition such as tomato cages, bricks, and large stones may be left along the west outer wall of the Garden Shed for other Gardeners to re-use. Materials left in this space may be taken freely by registered Gardeners.
- Waste may not be placed anywhere else, including in paths or over the hill to the north of the Garden.

TOOLS, GARDEN CARTS, AND WHEELBARROWS ARE SHARED RESOURCES

- Please use carts only when transporting material; then return to the central area.
- Please keep tools only while you are actually using them.

NO BIRD FEEDERS

- Bird feed attracts bears to the Garden, so they are prohibited. Bird houses are okay.

COMMUNITY SERVICE IS REQUIRED

- The registered Gardener for each plot (s) is responsible for completing two hours of work on Community Service projects for the first plot, plus one hour for each additional plot.
- Service projects include participation in clean-up days, mowing, helping at registration, being part of an inspection team, maintaining tools, writing for the Newsletter, or other activities agreed upon by the Gardener and the Garden Committee.
- Registered Gardeners will be contacted about service opportunities by Garden Committee coordinators for mowing, maintaining compost, inspection, etc.
- You may record your hours worked by responding to a prompt in our e-mail reminders.

THE GARDEN NEWSLETTER

is the official means by which the Garden Committee and the Parks and Recreation Department communicate with Gardeners.

- 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.

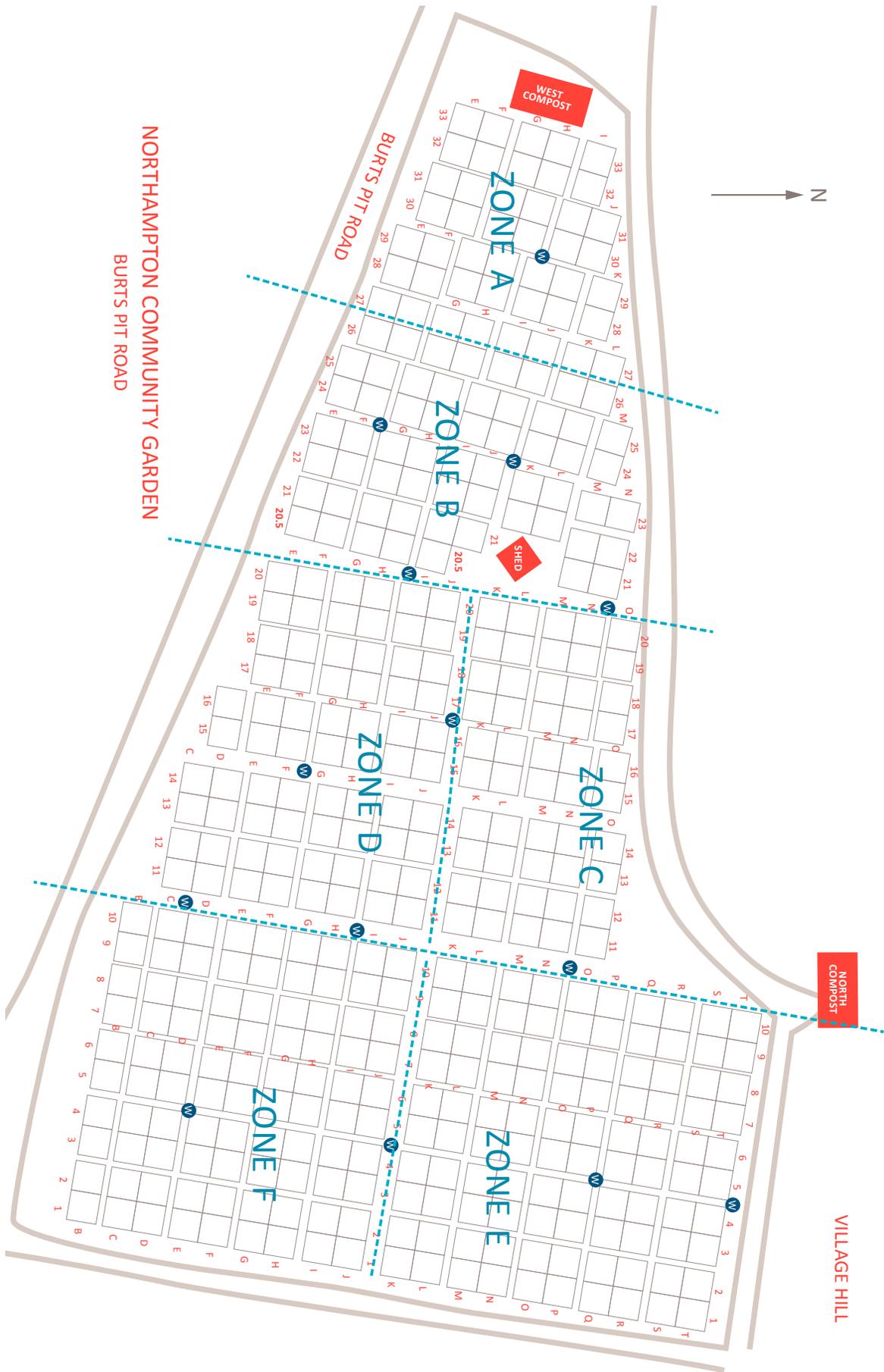
THE GARDEN COMMITTEE

is a group of volunteers who establish community standards and coordinate with Gardeners and the Northampton Parks and Recreation Department.

- 2019 Garden Committee Members: Arlene Avakian, Blaise Bisailon, Larri Cochran, Frankie Dack, Tom Gagnon, Dan Ladd, Christie Peterson, Mimi Teghtsoonian, Stephanie Vasiliades, Betsey Wolfson.
- These rules and guidelines cannot account for every situation that may arise. The Garden Committee is responsible for resolving any questions about the applicability of rules in a particular situation.

If you have questions, please e-mail them to Larri Cochran (llcochran@gmail.com) or Betsey Wolfson (bwolfson.nohogarden@gmail.com), or leave a message with the Northampton Parks and Recreation Department (recreation@northamptonma.gov or 413-587-1040). A member of the Garden Committee will get back to you.





NORTHAMPTON COMMUNITY GARDEN
BURTS PIT ROAD

NORTH
COMPOST

VILLAGE HILL

NORTHAMPTON COMMUNITY GARDEN

2019 Calendar



2019 GARDEN CALENDAR

NEW GARDENER REGISTRATION

Saturday, March 23

NEW GARDENER ORIENTATION

>>> Mon, April 8, 7:00 <<<<
Forbes Library

NOTE:
New date!

SPRING CLEANUP DAY

Saturday, April 27, 10-2

IS-YOUR-PLOT-PLANTED? INSPECTION

Sunday, June 2

RAGWEED / MID-SEASON INSPECTION

Sunday, July 14

FALL CLEANUP DAY

Saturday, October 19, 10-2

FALL INSPECTION

Sunday, October 27

GARDEN COMMITTEE MEETINGS

Any Gardener is welcome to
attend monthly Garden
Committee meetings.
Check nohogarden.org
for dates.

NEW GARDENER

Plot Assigned

REGISTERED GARDENER	OTHER Gardener (in same plot)
Name	Name
Address	Address
.....
Home Phone	Home Phone
Mobile Phone	Mobile Phone
E-mail* Address	E-mail Address

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

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

REGISTRATION FEES

<input type="checkbox"/> 1st plot	\$ 25
<input type="checkbox"/> Non-resident** surcharge (per gardener, regardless of number of plots)	\$ 10
<input type="checkbox"/> Optional: Credit for maintaining an in-plot compost pile (see p. 2)	-\$4
<input type="checkbox"/> Optional: Charge for receiving newsletter by postal mail.	\$ 2
Other
	Total

- Optional: Anyone 65 or over may register for a first plot for \$10.
 - Optional: Non-profit groups may register for a first plot for free, based on availability and approval by the Garden Committee. (Please apply at the Northampton Parks and Recreation Department.)
 - Households receiving public assistance may take up to 50% off cost of plot fees.
(A confidential application form is available at the Northampton Parks and Recreation Department.)
- **"Northampton residents" live in Northampton, Florence, or Leeds, in zip codes 01060, 01062, or 01053.

HOW TO REGISTER

New Gardener Registration will take place in person from 9:00 to noon on March 23 at the Parks and Recreation Department, *100A Bridge Road, Florence. Bring your completed forms with you. First-year Gardeners are limited to a single plot per household. We assign plots on a first-come, first-served basis. We will have additional copies on hand if you need one.

*100A Bridge Road is on the campus of John F. Kennedy Middle School.
Enter the driveway, and turn right.
Continue around the right side of the building, and look for a freestanding pre-fab building.

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

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

Signature(s) Date

City of Northampton/Northampton Community Garden Release and Waiver by Participant(s):

I, (and)
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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 Community Garden Newsletter is the means by which important information is communicated to Gardeners. The Newsletter is published four times per season. You'll receive an e-mail announcement when each issue is ready for downloading. E-mails are sent from the "Northampton Parks and Recreation Department." Look for the subject heading "Greetings from the Community Garden."

Gardeners are responsible for promptly downloading the newsletter.

Please notify the Garden Committee about changes to your e-mail address.

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. (Please see previous page.)

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

COMMITMENT TO LEAVE A CLEAN PLOT

I understand that it is my (our) responsibility as a Community Gardener(s) 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

PLOT CHANGES (RETURNING GARDENERS ONLY)

Use this section to give up a plot, to request an additional plot, or to make a plot swap with another Gardener. We will let you know by the middle of March 2019, if we can fill your request; if so, we'll bill you at that time. Don't send money now.

I wish to give up Plot(s) #

I wish to add Plot(s) #