



ARLINGTON PARK & RECREATION COMMISSION 17 Irving Street, Arlington MA 02476

Natasha Waden, Director of Recreation & Community Services
Phone: 781-316-3880; Email: nwaden@town.arlington.ma.us

COMMISSIONERS:

Jen Rothenberg Leslie Mayer Shirley Canniff Phil Lasker Scott Walker

Community Gardens Policies and Procedures for Magnolia Park

The mission of Magnolia Community Gardens is to provide accessible gardening space within a supportive, respectful, and active community. We are committed to sustainable, organic gardening practices and to being responsible stewards of the surrounding environment, including our contributions to local conservation efforts.

Community Conduct & Participation

1. Respect & Behavior

- Children must be supervised.
- No entering or harvesting from others' plots without permission.
- Pets must be leashed and under control.

2. Community Contribution

- Plot holders must contribute at least 5 hours/year to community projects.
- Projects may include tending to garden pathways adjacent to shared gates and fences; cleaning up trash/litter/debris; removing rocks from the garden; turning compost; seasonal preparation work; repair work; mentoring a new gardener

3. Renewals, Plot Transfers & Co-Gardeners

- Notify Recreation Department to give up a plot. Plots cannot be transferred without approval.
- Only one plot per household. Co-gardeners must be registered whether in same household, or not.
- Keep contact info updated with the Recreation Department.
- If a gardener is unable to maintain their plot for the season, they can surrender their plot and will then be placed at the top of the waitlist rather than the end.
- Gardeners will be able to annually renew their registration, assuming they are in good-standing, for a maximum of four years (first year, plus three renewals). The 2026 garden season will count as year 1 for all gardeners. Those serving leadership roles may appeal to the Recreation Department for an extension on a yearly basis after their initial 4-year term expires.

Compliance & Enforcement

1. Policy Adherence

- Garden Liaisons will monitor plots and report non-compliance to Arlington Recreation staff.
- Non-compliance results in an official written notice from the Recreation Department.
- Liaisons are entrusted to offer unofficial warnings preceding the official notice assessments deadlines.
- Plots must be worked on by June 1, or they may be reassigned without refund.
- From June 15 to October 15, official written notices from the Recreation Department may be issued to gardeners for non-compliance of policy standards. Gardeners will have 30 days to demonstrate progress in their plot before being issued a second notice. Gardeners receiving two official written notices in a gardening season will not be given opportunity to renew the following year.

Garden Maintenance & Upkeep Expectations

1. General Maintenance

- Plots must be gardened and maintained consistently year-round.
- Minimum of 3 hours/week during the growing season is recommended.
- Includes seasonal tasks: spring prep, weeding, watering, timely harvesting, fall clean-up, and winter mulch.
- Plots shall be considered abandoned and under-worked if: (1) there are large and excessive weeds; (2) uncared

for, unpicked, or dead plants; (3) paths that have not been attended to and maintained; or (4) plants going into other gardens or onto path

2. Path Maintenance

- Gardeners must weed and maintain the paths bordering their plots.
- Plants must not encroach on or hang over paths.

3. End-of-Season Cleanup

- Remove dead plants, stakes, temporary fences, jugs, trash, etc.
- Renewed gardeners may leave items neatly stored but not inserted in the ground.

4. Winter Preparation

- It is encouraged to plant cover crops, mulch, or winter crops to protect soil and reduce weeds.

Structures & Plot Boundaries

1. Temporary Structures

- Trellises, cloches, etc., are allowed if they don't encroach on paths or neighboring plots.
- Must be removed when a plot is vacated.

2. Plot Boundaries

- Gardeners must stay within their defined plot boundaries.
- Be considerate of shading neighboring plots.
- Take special care to contain berries, squashes, and other vining plants within the confines of your assigned plot

Gardening Practices

1. Organic Gardening

- Only OMRI-listed products allowed.
- No synthetic herbicides, pesticides, or fertilizers.

2. Prohibited Plants

- No trees or invasive plants (e.g., raspberries, mint, wild fennel, ivy).
- No plants on the [Massachusetts Prohibited Plant List](#).

3. Crop Use

- Crops are for personal use only. Selling produce is prohibited.
- Only legal plants allowed.

Composting & Waste

1. Composting Rules

- Compost in your plot, use shared bins, or take material home.
- No dumping outside designated areas.
- No food scraps from home (especially cooked food, meat, dairy, etc.).
- Finished compost from home is allowed.
- Remove fallen produce promptly to avoid pests.
- Gardeners are responsible for all trash removal.

Water Use

1. Watering Guidelines

- Gardeners must be present while watering.
- Water only within your plot; avoid runoff.
- Use mulch and hand water to conserve water.
- Report leaks to Public Works and Garden Liaisons.
- Water is available mid-April – early Fall. DPW will access based on prevailing temperatures.



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ADA Statement: To help ensure equal access to programs, services, and activities, the Town of Arlington will reasonably modify policies and procedures and provide auxiliary aids and services to persons with disabilities.

Notice of Non-Discrimination: The Arlington Community Gardens program recognizes the diversity of our community. We do not discriminate on the basis of religion, race, color, gender, national origin, sexual orientation, age or ability.

Liability Waiver and Participant Agreement: By paying for the community garden plot, the participant agrees to abide by the program policies and procedures and to indemnify, defend, and hold harmless the Town of Arlington and its lessees, and their officers, agents, and employees from and against all damages, claims, demands, suits, actions resulting from, or because of, any damage to property or bodily injury or death of any person arising out of the occupancy and/or use of the Garden by the participant, the participant's co-gardener or guests.

Signature Required

By signing below, I/We agree by the rules and regulations governing use of the community gardens sites and hereby release the Town of Arlington, it's agents and employees of and from any action, claims and damages for losses, personal injury (s) and disability that I/we may incur as a result of my/our participation in Arlington Recreation Community Garden Program.

Print Name

Signature

Date