

TOWN OF ARLINGTON



Recreation Department

Community Gardens Policies and Procedures for Magnolia Park

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.

1. Community garden plots must be gardened and maintained on a consistent basis. Community gardens are public spaces and must be neatly maintained throughout the year, including winter. Active gardening reflects seasonality and includes spring weeding and planting, summer maintenance, regular harvesting, fall clean-up, winter mulch, and periodic check-ins. A minimum of 3 hours per week of garden upkeep throughout the growing season will ensure success for all.
2. Seasonal and temporary gardening structures such as trellises and cloches are allowed if they do not encroach upon paths, community spaces, or neighboring plots. Be considerate of your neighbors and orient your structures and plantings to avoid casting shade on other plots. Gardeners are responsible for staying within the defined boundaries of their plots. All structures must be removed when a plot is vacated.
3. Organic gardening is required. No synthetic chemicals including herbicides, pesticides, or chemical fertilizers are allowed unless they are listed on the Organic Materials Review Institute (OMRI) product list.
4. Gardeners must weed and otherwise maintain the paths bordering their garden plots. Plants should not grow into or hang over the paths.
5. All gardeners are responsible for dealing with the garden material generated from their plots. Gardeners should compost within their own garden plots, utilize the designated composting bins, or take material home. Gardeners may not dump or pile garden materials in any location other than the shared composting bins. Gardeners are responsible for removing any other trash and waste. There will be no public works trash pickup. Bringing food scraps from home to compost in individual plots, including cooked foods, meats, dairy, eggs, or bones, is strictly prohibited. Finished compost from home may be brought into the garden to use. All fallen produce is to be promptly put in a compost bin or removed from garden premises to avoid attracting rodents.
6. Children must be accompanied by an adult while in the garden. Do not leave children unsupervised. All gardeners and guests should respect others' space and should not enter or harvest from another's plot without permission. Pets must be well behaved, leashed and under owners control. If a child is not accompanied by an adult and is causing harm to plots, please kindly direct them to their parent or guardian.
7. Gardeners must be in the garden while watering. Water only within your plot and do not let it seep or flood into neighboring plots or paths. Conserve water by using mulch and hand watering plants. Please notify the Public Works Department if there are any leaks in the watering system, and alert Community Garden liaisons. Water will be turned on around April 15 and will be turned off after October 31 each year.

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8. At the end of the season, gardens must be cleaned. This involves removing dead plants, stakes, temporary fences, jugs, personal property, trash, etc. Gardeners who have renewed for the following year may leave stakes, cages, etc., in their plots during the winter, but these items may not remain inserted in the ground – they must be uprooted and bound or placed neatly in a corner of the plot.
9. Gardeners are strongly encouraged to plant cover crops, mulch, or plant winter crops. These practices will help protect the soil over the winter, will allow gardeners to start planting earlier in the spring (winter crops help keep down weeds!), and will result in a more fruitful garden the next year.
10. Crops are for home use, not commercial purposes, and must be legal plants. Gardeners are prohibited from selling excess produce.
11. Trees, invasive and fast-spreading plants that cannot be confined to individual plots (e.g., mint, lemon balm, bronze fennel – AKA ‘wild fennel’, comfrey, horseradish, ivy, holly, lesser celandine, marsh marigold, etc.) are prohibited in the garden, as are plants on the Massachusetts Prohibited Plant List (e.g., wild chervil, purple loosestrife, wild blackberry, witchweed, and yellow iris, etc.) The full list of state-prohibited plants can be accessed via: <https://www.mass.gov/service-details/massachusetts-prohibited-plant-list> These lists will be updated as appropriate, and the Arlington Recreation Department will enact any needed compliance.
12. Plot holders must notify the Recreation Department if they wish to give up their garden plot. Plots may not be passed to another person without consulting Arlington Recreation Department staff. If more than one person is gardening in a plot, co-gardeners should be added to the primary plot holder’s account by contacting the Recreation Department. Co-gardeners can only become the primary plot holder if they have been registered as co-gardeners longer than people on the Community Garden waiting list have been waiting for a plot. Registered gardeners must keep addresses, phone numbers, and email addresses current with the Recreation Department.
13. Plot holders are required to spend a minimum of 6 hours per year on community projects at the garden site. This work is meant to help maintain the common areas of the garden, enhance community connections, and complete special projects.
14. Gardeners are expected to adhere to program policies. Recreation Department staff will monitor the garden throughout the year. Any gardeners found to be in non-compliance will receive a letter notifying them of the problem/s and asking them to take action by a specified date. Gardeners who receive two notices in a year must vacate their plot. The plot will then be reassigned to someone on the Community Garden waiting list.

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.*