

# Community Garden Agreement, 2019

*Enjoy the bounty of the garden!*

## *What can I expect from the Just Roots Community Garden?*

- To be heard and valued as a community garden member.
- A 10' x 20' starter plot marked off with four stakes; or one or two 20' x 20' plots as a returning gardener.
- A garden plot map.
- Access to shared tools in the garden shed and the outside water hydrant.
- Constant supply of mulching wood chips; plus burlap bags and cardboard when available.
- Free or low-cost access to garden materials such as seeds, plant starts, compost, and straw, when available.
- Email updates announcing plot checks, opportunities to volunteer in the garden or farm, and other events and workshops.
- Bulletin Board posts; including tips and tricks for your garden and upcoming events.
- Support and of organic gardening standards and practices.



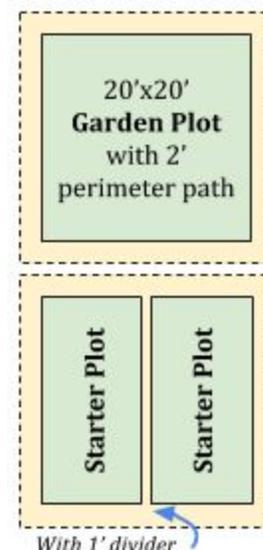
## *How can I be a Gardener in Good Standing (GIGS)?*

- Pay the plot fee (see below); stay current with other payments such as compost.
- Volunteer a minimum of two (2) hours in the garden or on the farm over the course of the season; log your hours on the chart in the garden shed. Tell us right away if this requirement presents a hardship. See last page of agreement for volunteer opportunities.
- Sign and submit the Community Garden Agreement (Page 5, see below).
- Pass 3 plot checks: spring, summer and fall (dates below). Plan accordingly; gardening involves a substantial commitment of time and effort.
- Use organic practices when possible in the community garden (see below).
- Weed plot/s and maintain 2' perimeter with wood chip mulch.

## *More about Path Maintenance*

Just Roots prepares each plot, regardless of size or location, with a 2-foot perimeter which is the gardener's responsibility to maintain. In most places these combine to form a 4-foot wide garden path. Neighbors are encouraged to coordinate efforts.

Specifically, gardeners are expected to maintain a thick layer of woodchip mulch; pull weeds and grasses as necessary. If grass encroachment in the pathway is severe, please request assistance by speaking with a member of the garden committee, emailing [garden@justroots.org](mailto:garden@justroots.org) or calling 413.325.8969.



## *Important Dates for 2019*

- February 18th :: **RETURNING GARDENER REGISTRATION & PLOT FEES DUE**
- March 19th :: **NEW GARDENER REGISTRATION & PLOT FEES DUE**
- March 20th :: **OPEN PLOTS AVAILABLE FOR ASSIGNMENT**

- April 27th :: **GARDEN ORIENTATION**:: Saturday, 3-5pm, meet in the barn; required for new gardens, requested for returning gardeners. If you are unable to attend, a second orientation will be announced sometime in May.
- May TBD :: **SEED SWAP & GARDEN ORIENTATION 2.0**
- June 15 :: **SPRING PLOT CHECK**  
*Plot must be improved (i.e. there must be evidence that you worked the plot) and the perimeter of your plot maintained with mulch.*
- August 3 :: **SUMMER PLOT CHECK**  
*Plots must be maintained to a minimum standard; more cultivated plants than weeds.*
- November 16 :: **FALL PLOT CHECK**  
*Bag any blighted material. Remove or secure all non-attached objects (including loose cardboard) for winter. Gardeners may extend plot use beyond November through the use of row covers, cold frames, low tunnels, etc.*

### Plot Checks

There will be three plot checks throughout the season, Spring, Summer, and Fall (see dates above). *Gardeners do not have to be present for the plot checks.* If there is a concern about your plot we will notify you within 48 hours of the plot check. When issues are identified, you will have 2 weeks to follow up and rectify the problem. Plot checks identify abandoned and untended plots, spot rule violations and problems.

If a plot fails the primary gardener is notified within one week of the plot check. They must respond within one week of being notified with a plan to rectify the situation, or face forfeiture of the plot and all plants and items in that plot. Gardeners with persistent violations risk forfeiture of their plots. Gardeners who fail two consecutive plot checks in one season, or who fail a total of three plot checks over two seasons, may forfeit their plot(s) and their right to garden with us for at least one year. Gardeners impacted by persistent problems in nearby plots should contact the Garden Manager before plot checks, or any time during the season. Gardeners who have unexpected crises that impact their ability to pass plot checks should contact the Garden Manager as soon as possible, ideally at least two weeks before scheduled plot checks so arrangements can be made to support gardeners to keep their plots

Concerns about plot checks can be directed to the garden committee by emailing [garden@justroots.org](mailto:garden@justroots.org) or calling 413.325.8969.

### Registration Guidelines

- Annual garden plot fees are non-refundable:
  - STARTER SIZE (10'x20')** \$30
  - STANDARD SIZE (20'x20')** \$30

*We're changing our pricing! All plots will be \$30 regardless of size. If this fee presents a hardship let us know and we can create a payment plan with you.*
- New gardeners will begin with a 10'x20' starter plot. Returning gardeners in good standing (GIGS) may request one or two 20' x 20' plots; maximum two per household depending on availability.

G8	F8	E8	D8		C8	B8	A8	Z8	Z8	<b>8</b>
G7	F7	E7	D7		C7	B7	A7	Z7	Z7	<b>7</b>
G6	F6	E6	D6		C6	B6	A6	Z6	Z6	<b>6</b>
G5	F5	E5	D5	OLD COMPOST	COMM MATER	C5	B5	A5	Z5	<b>5</b>
<b>Garden Map</b>										
G4	F4	E4	D4	NEW COMPOST		C4	B4	A4	Z4	<b>4</b>
G3	F3	E3	D3		C3	B3	A3	Z3	Z3	<b>3</b>
G2	F2	E2	D2		C2	B2	A2	Z2		<b>2</b>
G1	F1	E1	D1		COMM SPACE	RAISED BED	COMM SPACE	A1	Z1	<b>1</b>
<b>G</b>	<b>F</b>	<b>E</b>	<b>D</b>		<b>C</b>	<b>B</b>	<b>A</b>	<b>Z</b>		<b>(new)</b>

- Returning gardeners are eligible to pre-register for the next season.
- Check the map to be sure that you have the correct plot!

## Parking

Park all cars in the designated parking area, marked with “Parking” signs. Motorized vehicles are allowed on the farm road and paths around the garden for loading and unloading only and for a maximum of 10 minutes. Vehicles must be moved to the appropriate parking area immediately after. On concert weekends, parking is temporarily permitted beyond the garden shed. Please be cautious of people and pets.

## Garden Shed and Tools

You will receive the combination to the tool shed upon registration. Please lock the shed when you leave the garden. The garden shed contains common tools for use in the community garden. After each use, please clean and return tools promptly. Everything in the shed remains the property of Just Roots. Please do not store personal items or remove anything from the site.

The farm operation (greenhouses, cold frames, barn, vehicles and tools) is off limits to community gardeners without permission from the farm director.

## Gardening Practices

**Summary** — The Mission of Just Roots community garden is to promote food security by advancing sustainable agriculture in Franklin County. We are dedicated to healthy, local food for everyone in our community. We support organic growing processes, following as closely as possible the organic standards.

**Seeds & Seedlings** — Use organic seeds and organic seedlings whenever possible. Be careful not to use a commercial potting mix, they likely have fertilizers and chemicals that are not allowed. Genetically engineered (GE or GMO) seeds/plants are not allowed.

**Soil Health** — We suggest that you do a soil test once a year (at the same time every year) to see what your specific plot needs! The results of your soil test will help guide you in adding appropriate amendments to your soil. Soil amendments include compost, composted manure, bone meal, feather meal, blood meal, seaweed, fish emulsion, rock phosphate, wood ashes, etc. Look for products labeled “organic” or that have the OMRI seal (Organic Material Review Institute). Use biodegradable materials whenever possible, or remove all non-biodegradable mulches at the end of every season.

**Weed Management** — Together, we can control the weeds sufficiently for the garden to flourish. Weed your garden regularly. Control weeds by hand or hoe or adequate mulching. No flame weeding. Plots that are more than 50% weeds at summer plot check will be flagged. A weed is a plant growing where it is not desired to grow or that may go to seed and negatively impact other gardeners.

**Pest and Disease Control** — The best way to fight pests and diseases is to be observant! Scout regularly for pests and disease and learn about what pests and diseases may be harmful to your plants. Manage insect pests with hand-picking, by attracting beneficial insects, using traps, row covers, and other approved products. Good plant hygiene such as pruning helps prevent conditions for disease outbreak. Manage plant disease aggressively. Please put sick plants in trash bags and dispose in the trash. Avoid walking in other people’s plots to contain the spreading the disease to other garden plots.

**Composting** — Gardeners are free to use the centrally located compost pile in the garden. Kitchen scraps are not allowed in the community compost pile. A compost pile or bin within your individual plot is not permitted. Non-compostable materials (meat, animal waste, metal, plastic, glass, diseased plants, etc) must be packed out of the site. Just Roots will contact gardeners with serious disease or pest problems and find solutions to maintain the health of the entire Community Garden and Farm.



***An Organized and Respectful Garden*** — Plots in the community garden are open to all, with priority given to residents of Franklin County. New gardeners are welcome as space becomes available. Be neighborly. Respect the space of the other gardeners and the boundaries of your plot. Permission must be received to enter another gardener's plot or pick their produce. No permanent structures are permitted in your plot. GIGS may continue in the same plot year after year, allowing for overwintering of crops such as garlic. Only GIGS may pre-register for the next season and request the same garden plot. Maintain a clean and beautiful community garden space. Keep our garden free of litter and trash. Pack out all non-compostable waste. Supervised children are welcome at the community garden and farm; please guide children to show regard for other gardeners. Dogs are allowed but they must be leashed and dog waste managed appropriately. No dogs in the farm fields. Just Roots is a smoke-free environment.

### ***How is the community garden organized?***

There are 4 garden committees, otherwise referred to as 'circles', each with a specified area of responsibility: Commons, Materials, Community, and Shed. The garden manager facilitates monthly meetings of the garden committee where circle leaders report on work in their areas and consult with the group. The committee as a whole makes policy decisions for approval by Just Roots management. The farm crew and farm director — whom are ultimately responsible for the operation of the farm and garden — are available to offer technical support and direction.

### ***What do the circles do?***

- **COMMONS CIRCLE** :: *Lead the maintenance of common areas including the picnic space and the grassy margins (not the broad areas). Re-establish garden paths and plot markers, as needed.*
- **MATERIALS CIRCLE** :: *Manage shared materials including water, wood chips, cardboard, and compost.*
- **COMMUNITY CIRCLE** :: *Maintain regular communication with gardeners via garden bulletin board, email updates and social media. Beautify garden space.*
- **SHED CIRCLE** :: *Maintain the garden shed as a repository of tools and materials for all gardeners.*
- **GARDEN MANAGER** :: *Supports garden committee, manage garden admin, and help facilitate garden projects desired by gardeners.*
- **FARM CREW** :: *Maintains mowing and tending to communal spaces as needed.*

# AGREEMENT FORM :: Just Roots Community Garden, 2019

## Volunteerism in the Garden

Volunteering is essential to keep the garden running smoothly for the community as a whole. Over the course of the season, gardeners are expected to volunteer a minimum of two (2) hours either in the community garden, beyond maintaining their own plots and pathways, or on the farm during volunteer days. Regular volunteer opportunities will be posted on the bulletin board and through the email updates. Monthly volunteer opportunities will be held in the garden on the *first Saturday of each month, 10-12pm.* (starting in May). No sign-up is necessary to attend volunteer days. Log your volunteer hours on the check-in sheet in the garden shed. If you have a specific area of interest, feel free to contact a circle leader and offer your assistance. "Many hands make light work."



### Opportunities for volunteer hours:

- Mow paths
- Weed communal areas
- Tend community plantings including:
  - Herb, flower patch
  - Create a children's play area
  - Compost and wood chip piles
  - Clean and organize tools in the shed
  - Help with the Seed Swap and Garden and Just Roots events
  - Lead a program in the Garden
- Create written and photo content for the Gardens instagram, facebook, and the Just Roots website
- Clean and repair garden tools and equipment
- Lead orientations for new gardeners
- Skillshare - help maintain and repair garden infrastructure requiring carpentry, plumbing, GIS mapping, and more.
- Host an event to raise funds for the Garden

Please return the signed form (*Page 5 and 6 only*) to Just Roots, 34 Glenbrook Drive, Apt 1B, Greenfield, MA 01301. Pay with cash or by check made out to Just Roots.

CONTACT	REGISTERED GARDENER	OTHER GARDENER/S
Name		
Address		
Phone		
Email		

If you are a returning gardener, what is/are your current plot number/s? \_\_\_\_\_

What size plots have you chosen this year?

- \$30 :: Starter Plot (20'x10')
- \$30 :: Standard Plot (20'x20'; returning gardeners only)
- \$30 :: Second Plot (20'x20'; returning gardeners only; limit 2 per household)

\_\_\_\_\_ TOTAL

STATEMENT OF UNDERSTANDING AND AGREEMENT

- I have read and will honor the 2019 Community Garden Agreement.
- I will volunteer a minimum of two (2) hours in the community garden or on the farm and log my hours on the sheet in the garden shed.

RELEASE AND WAIVER OF LIABILITY

- I hereby release the Town of Greenfield and Just Roots, Inc, from any and all claims, demands, actions or cause of action, concerning damage or injury to any person or property and do hereby waive the same, at any time arising out of related to my or our participation in the Just Roots Community Garden.

---

Signature of Registered Gardener

---

Date

---

Other Gardener(s)

---

Date