



Welcome to Waterboro Community Garden!

MISSION STATEMENT

The Waterboro Community Garden strives to support a community of gardeners by providing affordable and sustainable garden plots for growing healthy food and flowers.

KEY OBJECTIVES

- To provide affordable garden plots to support a community of local gardeners;
- To assist in combating local food insecurity by donating fresh produce to the Waterboro Community Pantry, as part of the Maine Harvest for Hunger (MHH), through the WCG's food pantry garden beds, and through donations from community garden members;
- To maintain sustainable growing practices through the use of primarily organic materials.

A BRIEF HISTORY

The Waterboro Community Garden (WCG) began as a Master Gardener/Citizens' initiative in early 2012. The Garden opened for its first season in May of 2013. It is supported by the Town of Waterboro and is overseen by a committee of volunteers appointed by the Town. The community garden is located behind the Town Office.

Members are provided with free access to water, loam/compost mix, wood chips, and garden tools and implements. In-ground fencing has been installed to deter hungry critters. The WCG also supports the Waterboro Community Pantry by maintaining designated pantry garden beds for growing produce. In 2022, electricity was installed in the garden shed, which provided refrigeration for storing produce until it can be delivered to the Pantry.

GARDEN COMMITTEE LEADERS

Garden members are encouraged to ask questions, express their concerns, and make suggestions on how to improve the community garden. Below is a list of the various roles of each committee member along with their contact information. **Please feel free to reach out to one of these members, or the entire committee at garden@waterboromaine.gov.**

| Work Committee | Description | Assigned Committee Member |
|---|--|---|
| Community Garden Relations | Receive and process new member applications; New member orientation; Oversee garden plot terminations; Act as liaison between the Town and the WCG; Communicate garden activities. | Brigit McCallum, Chair bmccallum@waterboromaine.gov |
| Food Pantry Beds Coordinator | Coordinates planting, maintenance, harvesting, and clean-up of the Food Pantry Garden beds. | Oksana Sigleski osigleski@waterboromaine.gov |
| Perennial Garden Beds Coordinator | Coordinates the planting and maintenance of the WCG perennial gardens. | Judi Carll jcarll@waterboromaine.gov |
| Building and Grounds Coordinators | Coordinates maintenance of the landscape surrounding the garden areas, including mowing; maintenance and organization of the shed and tools. | Oksana Sigleski osigleski@waterboromaine.gov Sherry Stone, Committee Treasurer sstone@waterboromaine.gov |
| Infrastructure and Special Projects Coordinator | Oversees garden bed upgrades and overall garden improvements. | Sue Briggs, Committee Secretary sbriggs57@icloud.com |
| Membership Database Manager | Maintain membership contact list and garden plot map. | Donna Berardi dberardi@waterboromaine.gov |
| Volunteer Coordinator | Maintains records for members' volunteer hours. | Lisa Moulton moultonlisa4@gmail.com |

MONTHLY MEETINGS

Garden members are welcome and encouraged to attend the monthly garden committee meetings. Meetings are scheduled on the second Wednesday of each month at 3 PM during the season. We will meet in the garden, weather permitting; otherwise, we will meet inside the Town Office and will announce the meeting location. The first item on the agenda is Member Questions and Comments. This is an opportunity for garden members to ask questions, address any concerns, and make suggestions to improve the community garden. If you are unable to attend, please ask one of the committee members to present an item(s) you wish to discuss.

WATERBORO COMMUNITY GARDEN GUIDELINES

(Please keep these guidelines for your reference.)

Because we are a diverse group with different gardening knowledge and experience, we ask that you read and agree to follow the Waterboro Community Garden Guidelines and General Rules. **If you have any questions or concerns, or before considering doing anything in the Community Garden that diverges from these guidelines, please contact the WCG Committee by emailing:** garden@waterboromaine.gov.

Our guidelines are based on one simple principle – **Be a good neighbor and an active participant in our garden community!** You will make an invaluable contribution to our community garden by tending to your plot, being mindful of your neighbors when planning your garden, maintaining your garden (i.e., water, weed and harvest), and fulfilling your volunteer commitment.

Garden beds are the property of the Waterboro Community Garden, under the auspices of the Town of Waterboro. Renting a garden plot is a privilege. **Modifications of the garden bed frame are not permitted.** The WCG Committee reserves the right to revoke the privilege of any gardener, at any time, and for any reason it deems appropriate.

AFFORDABLE GARDEN PLOTS

Garden plots are available for rent to Waterboro residents only. The 2024 season rental period is from October 1, 2023, through September 30, 2024. Gardeners may rent one 4' x 24' garden plot based on availability. If there is no one on the waiting list and there are empty beds as of May 1 of the current season, a member may rent a second garden plot. Second plots are not eligible for renewal. If there are no plots available, a waiting list will be started. Once a gardener is on the waiting list, they will remain on the list until a plot becomes available or they request to be removed from the list.

The annual rental fee per plot is \$35 for first-time members (\$25 rental fee plus \$10 deposit). The fee for renewing members is \$25. Current members must be in good standing before they can renew for the following season.

Each plot may be rented by an individual, two non-family individuals, or a family. However, one person will be responsible for payment and for ensuring adherence to the WCG Guidelines and General Rules. Sub-leasing is not allowed.

VOLUNTEER HOURS

Volunteer participation in the overall maintenance of the Community Garden is a requirement. Members are asked to fulfill a minimum of six hours of volunteer work per plot rented during the season. An annual task list, which includes maintenance and harvest in the Pantry beds, will be provided to garden members at the beginning of the season. You can also check with one of the Work Committee Leaders

about the tasks that interest you. If you are interested in sharing your knowledge and skills in exchange for volunteer hours in the garden, please contact the Garden Committee. Volunteering more than the minimum requirement is always greatly appreciated!

The WCG has benefitted from many grants in the past, and keeping track of volunteer hours is essential for successful grant applications. Therefore, members are required to report their hours to the Volunteer Coordinator, who will maintain a record of volunteer hours performed by each member. When reporting your volunteer hours, please include the date, volunteer time, and the general task(s) performed. This information can be emailed to the Volunteer Coordinator.

WATERBORO COMMUNITY GARDEN SEASON

Following the guidelines. If gardens are neglected or their plots are in violation of these guidelines, the Committee will address the situation directly with the member. If the situation persists, there will be two subsequent, written warnings (via email). Before determining that a garden plot is abandoned, every measure will be taken to work with the member to assure that their garden plot is in compliance with these guidelines. If a plot is determined to be abandoned, then the produce will be harvested and donated to the Pantry. In this case, no refunds will be made.

Season startup. Each plot should be at least partially planted by the second Sunday in June. You may request an exception by emailing the WCG Committee; otherwise, garden plots will be re-assigned to someone on the waiting list. This deadline will give the Committee the flexibility to re-rent the plot in order to allow enough time for a new member to plant for the current season.

Plan your garden. Vegetables and flowers may be planted within the boundaries of each 4' x 24' garden plot. When planning your garden, please be mindful of how the plant might impact neighboring plots. Please make every effort to avoid interfering with another member's garden plot when planting tall (shading) or vine (sprawling) plants. To help contain sprawling crops to your own bed, please consider growing plants vertically by utilizing garden structures, such as obelisks, cages, teepees, and trellises.

During the Season. Members are expected to maintain their plots to the best of their abilities, including watering, periodic weeding, and timely harvesting. It is each member's responsibility to keep their garden beds and adjoining paths clear of weeds. In order to suppress weed growth, the WCG Committee provides wood chips, free of charge, for each member to use around their garden plots. If you need assistance spreading wood chips, please contact the Volunteer Coordinator.

Keeping your garden area clear. Please take home all empty plant pots, garden structures and supports that are not being used. Pathways surrounding garden beds must be free of all debris during the season.

Garden member absences. Kindly notify the Garden Committee if you are planning to be out of town or are unable to water your garden or harvest your produce. The garden committee will coordinate

maintenance of your garden during your absence. For convenience, stakes will be provided to indicate that you need someone to water and/or harvest your garden during your absence. Blue stakes are for watering and yellow stakes are for harvesting. Please use the yellow stake only if you wish to donate your harvest, during your absence, to the Waterboro Community Pantry. Otherwise, please make arrangements for someone to harvest your bed during your absence.

Harvest Donations. If you would like to donate produce from your garden to the Community Pantry, please bring it to the shed to weigh and record your donation. Produce can be stored in the refrigerator until it can be brought to the Pantry on drop off days (Tuesday and Saturday). All donations are greatly appreciated. If you have any questions, please contact Oksana Sigleski.

Approved products. WCG encourages the use of mostly organic products. Please refer to the Garden Products List for Acceptable and Unacceptable Garden Products (attached to the Guidelines).

Composting. Use the designated compost area for **healthy plant matter only**. Diseased plants should not be used for compost or disposed of near healthy plants. **Diseased plants must be removed from the community garden.** For your convenience, plastic bags will be available in the garden shed for this purpose.

Shed Etiquette. In order to keep the shed neat and organized and to help people find what they need, we ask that you follow these steps:

1. If you borrow something from the shed, please return it to the same place where you found it.
2. Please do not use the shed as your personal storage. Do not leave empty plant containers or personal tools and accessories in the shed.
3. Please do not leave trash in the shed. All trash is to be carried out.

Season close. The WCG Committee will announce the close of the season. All renewing members must have their garden beds cleared of plants and weeds by the date provided. If any perennials are planted in a renewing member's plot, then they must be cut back low to the ground, e.g., no higher than 4-5 inches above the ground. The Committee will also announce when resources will no longer be available, e.g., water, community garden tools and implements.

Garden members are strongly encouraged to remove all structures, e.g., cages, stakes, etc., at the end of the growing season. All personal tools must be taken home and should not be left in your bed. The Town and the WCG Committee will not be responsible for any personal items left in the garden.

Renewals. Renewal applications and fees are due by October 1. Please submit your application, signed Acknowledgement and Waiver, and payment to reserve your garden plot for the upcoming season. Members who will not be renewing must have their bed cleaned out no later than September 30.

GENERAL GARDEN RULES

- There is no trash container provided in the Community Garden. All trash is to be carried out.
- Consuming alcohol, smoking or use of tobacco products is prohibited in the garden vicinity. Please refer to the Town's Smoking Policy for designated smoking areas. Please note that tobacco products may carry the tobacco mosaic virus (TMV) and can infect edible and ornamental plants.
- No pets are allowed in the garden growing area (pets must stay outside of the fenced in area). Pet waste in other areas surrounding the gardens must be cleaned up.
- Children are allowed in or around the garden with parental supervision.
- The garden is intended for members' peaceful enjoyment. Please avoid use of devices that generate loud noises while in the garden with others.

APPROVED GARDEN PRODUCTS LIST

This is not an all-inclusive list and is subject to modification by the WCG Committee as necessary.

Unacceptable Products:

- Rotenone
- Sevin or Eight
- Diazinon
- Malathion
- Methoxychlor
- Commercial Slug baits
- Sabadilla
- Copper
- Chemical formulations
- Weed preventive products, such as Preen, RoundUp

Acceptable, but not Organic:

Time released fertilizers: Miracle Gro, Miracid, Peters, Osmocote, etc.
5-20-5, 5-10-10 and variations

Acceptable Organic Products

- Bt, m Track, MVP
- ESPOMA (Garden-tone, Tomato-tone, Flower-tone, etc.)
- NEEM
- Insecticidal soaps
- Pyrethrum
- Summer Oil
- Seaweed/fish preparations
- Garlic, hot pepper, “kitchen” mixes
- PRO GRO
- Diatomaceous earth
- Organic composts (Coast of Maine, etc.)
- Sluggo
- Sulfur
- Wood ash
- Aged Manures (non carnivorous)
- Rock powders (lime, rock phosphate, greensand, granite dust)

Note: *Liquids should be applied by a handheld trigger spray bottle only.*

The Committee will provide NEEM and Diatomaceous Earth, which is stored in the garden shed for all members to use. Please ask for directions if you are unsure of the application.

Please contact the WCG Committee at garden@waterboromaine.gov before you use a product that is not on this list.



WATERBORO COMMUNITY GARDEN 2024 APPLICATION FOR GARDEN PLOT

Space is limited and completing this application does not guarantee that you will receive a garden plot for the current season. Applicants will be assigned a plot on a first come, first served basis. Renewing members in good standing will be assigned the same plot as the previous season.

The 2024 rental year is from October 1, 2023, through September 30, 2024.

Current Date: _____

Is this a New Application Renewal

If Renewal, name of current garden plot: _____

Name: _____

Street Address: _____

Mailing Address: _____

Town: _____

State: _____

Zip: _____

Home phone: _____

Cell phone: _____

Email address: _____

Do you have any special gardening needs (please describe): _____

Annual Fee: Each 4' x 24' plot is \$25.00 per season. First-time renters pay an additional \$10 deposit (Total: \$35.00). Thereafter, the fee is \$25 for renewing gardeners in good standing for each renewing year. One bed per application. Exceptions will be made only with WCG Committee approval.

First-time Applicants: Please bring your completed application to the Town Office or it to: **Town of Waterboro, Attention Waterboro Community Garden Committee, 24 Townhouse Road, E. Waterboro, ME 04030**, You will be notified if there is an available plot, at which time the first-year payment of \$35 will be due. Please make your check payable to the *Town of Waterboro*. In the memo space, please write *2024 Community Garden Plot*.

Renewing Members: Your \$25 payment must accompany this application for immediate acceptance, and should be mailed or dropped off at the Town Hall by October 1, 2023.

ACKNOWLEDGEMENT

I acknowledge that I have read the Waterboro Community Garden Guidelines and General Rules. I understand that failure to comply with these Guidelines and General Rules may result in loss of my plot and may also result in disqualification from future participation in the Waterboro Community Garden program. *My signature below is acceptance of this acknowledgement.*

WAIVER

I agree to waive, release, absolve, hold harmless, defend and indemnify the Town of Waterboro, members of the Waterboro Community Garden Committee, and their officers, agents, employees and volunteers from and against all damages, claims, demands, suits, or actions resulting from my occupancy or use of the Community Garden property. Damages waived may include, but are not limited to, damage, or loss of property or physical injury or death to me or to any other person. I assume all risks and hazards for myself and for any minor children with me incidental to the conduct of this activity, including but not limited to the risk of physical injury. I understand there is no insurance coverage provided by the Town or The Waterboro Community Garden Committee Members for this activity. Any insurance is my personal responsibility. I agree to act in a safe, prudent and responsible manner at all times while using the Waterboro Community Garden. I agree to be respectful of other people using the Community Garden and of their property.

I have read and understand this Waiver. My signature below is my acceptance of the Waiver, as well as the Guidelines and General Rules (acknowledged above).

Print Name: _____

Signature: _____

Date: ___/___/_____

If under 18 years old, please have a parent or guardian sign below.

Print Name: _____

Signature: _____

Date: ___/___/_____