

## **The Town of Montgomery Community Garden Rules and Regulations Adopted by the Town Board on February 21, 2024.**

The Community Garden shall henceforth be managed under the direction of the Town Director of Parks and Recreation. A garden committee ("The Committee") comprised of five (5) garden members will be appointed by the Town Board who are Town of Montgomery residents to address concerns, needs and issues that may arise. Three committee members will be appointed for a two (2) year term and two committee members will be appointed for a one (1) year term to ensure that the two (2) year terms are staggered going forward. The Committee will report to the CAC member appointed by the Town Board as the liaison to the Committee. If the CAC liaison deems it necessary, the issues raised by the Committee will be brought to the Director of Parks and Recreation for disposition.

### Membership:

1. The Town of Montgomery Community Garden will be open to the public with preference given to Town of Montgomery Residents.
  - a. Only one plot will be assigned per address.
  - b. Residents of the Town of Montgomery will be given first preference.
  - c. Excess plots will be assigned via lottery with Town of Montgomery Residents given first preference.
  - d. A "last-in, first-out model will also be used for any multi-plot holders to vacate their extra plot at the end of the season if there is a wait list.
  - e. No gardeners will be asked to vacate their plot during a growing season unless such action is for disciplinary reasons.
  - f. When required, multi-plot holders will be required to vacate their extra plots before any single plot gardener (resident or not).
2. Plot Payment –
  - a. The Plot fees for Town residents are \$25 for 20x10 plot, \$45.00 for a 20x20 plot, \$65.00 for a 20x30 plot. \$25 per beehive (beehive spot will not be treated as an extra garden plot).
  - b. The Plot fees for non-Town residents are \$50 for 20x10 plot, \$75.00 for a 20x20 plot, \$100.00 for a 20x30 plot. \$25 per beehive (beehive spot will not be treated as an extra garden plot).
  - c. The deadline for fee payment will be March 1<sup>st</sup> yearly.
  - d. Fees shall be paid at the Town Recreation Department Office.
3. Plot assignment –
  - a. Plots will be assigned by March 1 or thereafter.
  - b. Plot holders will keep current plot year over year unless a requested change by a gardener is approved.
  - c. Plots will be assigned on a first-come, first-served basis.
  - d. No plots will be assigned until the Town of Montgomery "indemnification" form is signed and payment has been made.
  - e. All decisions with regard to plot assignment shall be made by the Director of Parks and Recreation
4. Garden Plots – Plot inspections will be conducted by the Town of Montgomery Parks and Recreation Department and/or an assigned member of the CAC.
  - a. Work on plots must begin by May 1<sup>st</sup>. Lots shall be deemed to be abandoned by May 15<sup>th</sup> if no work has commenced and will be given to any wait-listed individuals with work to commence by June 1<sup>st</sup>.
  - b. Plots not assigned or worked by June 1<sup>st</sup> will be left to grow a suitable cover crop and shall be maintained by the Town of Montgomery.
  - c. Plots are to be kept relatively weed free.
  - d. Plot Inspections will start on or about May 15<sup>th</sup> and take place periodically throughout the season.
  - e. Notification will be made to plot holders via email and text message.
    1. First Warning – 2 weeks will be given to correct.
    2. Second Warning – an additional 5 days to correct.
    3. Third Warning – 2 days to respond. A phone call will be made.

4. If no action is taken after the 3<sup>rd</sup> warning, the plot will be forfeited and left to grow a suitable cover crop for the remainder of the season and all items in the plot will be disposed of.
5. General Rules –
  - a. Keep all walkways clear. Do not discard stones into the pathways. Place removed stones on the designated stone pile.
  - b. Internal fencing shall not exceed 14 inch in height. No fencing shall be installed along pathways or along plot edges. Trellis installed for vertical crops shall not be installed along pathways or within 12 inches of the plot edges.
  - c. Plot corners will be clearly marked with stakes. These stakes shall not be removed.
  - d. Dispose of weed and plant material in designated compost area. (limit compost material to garden grown weeds, grass, and disease-free plants)
  - e. All diseased plants are to be bagged and removed.
  - f. No sprawling crops that may interfere with other plots shall be permitted. No trees. Must get approval from CAC before planting perennials that have root systems that may be difficult to remove.
  - g. Only harvest from your assigned plot.
  - h. Use of herbicides and black plastic mulch is prohibited. Permeable landscape fabric may be used but must be removed at the end of the season.
  - i. Only fully organic herbicides that have been pre-approved by the CAC may be used.
6. Organic and Non-GMO –
  - a. The garden follows the guidelines established by the USDA National Organic Program.
  - b. Use of purchased products labeled USDA organic are acceptable.
  - c. Only organic fertilizers may be used in the garden plots.
  - d. Use of homemade products are acceptable (compost tea, cow manure, etc.).
  - e. If you wish to use a product on your plot and are unsure of its status as an organic, please contact the CAC for clarification.
  - f. Organic seeds and plants are easily found in our local markets and by mail order. Look for the USDA organic seal.
  - g. More information on organic standards can be found at [www.usda.gov](http://www.usda.gov).
  - h. The use of chemical pesticides and/or herbicides are prohibited.
7. Raised beds -
  - a. Douglas fir is the recommended wood for raised beds.
  - b. No pressure treated lumber, plywood, rubber (including tires).
  - c. No paints may be used.
  - d. Linseed oil or organic stains may be used.
8. Weed Prevention –
  - a. The following items are prohibited:
    1. Black plastic mulch and fabric.
    2. Trees infected with Verticillium wilt.
    3. Black walnut tree mulch.
    4. Tree of heaven mulch.
    5. Magnolia tree mulch.
    6. Eucalyptus tree mulch.
  - b. Permeable landscape fabric is acceptable (must be removed at the end of the season)
  - c. The use of hay as mulch is prohibited.
  - d. The use of leaves, grass clippings, newspaper, plain cardboard, and seedless straw is encouraged to reduce water evaporation.
9. Hoses, water, pathways, and gates –
  - a. Water is provided and will be connected in spring after the danger of frost.
  - b. Water will be disconnected in the fall before the first frost.
  - c. Turn off water at the tap.
  - d. Recoil hose so that it is off the ground.
  - e. No unattended watering.

- f. Any leaks or broken water faucets should be related to the CAC liaison ASAP.
  - g. Keep gates closed at all times.
10. String trimmer and tools –
- a. A battery-operated string trimmer is available for use. It is to be kept in the shed. After use clean trimmer and replace battery on charger. If you use all the string, please replace.
  - b. Garden tools and wheelbarrows are located near the compost bins. Return after use.
  - c. Gardeners may not keep community tools in their plots.
  - d. If any tools become damaged, please report to CAC liaison.
  - e. Requests for new/more tools can be made through the CAC liaison.
11. Compost bins, stones, and wood chips –
- a. Compost bins located outside of the garden are for garden waste only. No home composting is permitted.
  - b. When filling bins, work back to front and only in the current bin.
  - c. DO NOT compost diseased plants, bindweed, or thistle. Remove and dispose at your home.
  - d. Finished compost is available to members.
  - e. Place stones in stone pile.
  - f. When available from the Town, wood chips will be provided to the garden.
  - g. Members may compost in their plots; however plastic bins are prohibited.
12. Bee Apiary - The Bee Apiary will be treated as a garden plot. The Town of Montgomery will not be responsible for any type of upkeep whether financial or otherwise.
- a. A separate fenced area will be maintained for beekeeping.
  - b. A 'Keeper of Bees' will be determined at the March meeting of the CAC. Interested persons shall contact the CAC. This person will coordinate bee responsibilities along with the CAC liaison.
  - c. Honey harvest will be decided in fall. Honey will only be harvested when it is determined that the bees have enough to make it through the winter.
  - d. The garden committee may choose to keep a maximum of two (2) hives, but all upkeep and expenses will be treated like any other garden plot. No garden funds will be used for the Bee Apiary.
  - e. **Honey may be sold to recoup costs. Offering the sale of honey to garden members first is encouraged but not mandatory.**
13. Bee and Butterfly Garden, apple trees and berries
- a. All members are welcome to enjoy these areas.
  - b. All members are encouraged to help maintain. The Town will not maintain these areas.
14. Common Area -
- a. All members are welcome to use the picnic tables and trellis. Families are welcome. Members are responsible for guests.
  - b. Bulletin Board is for Garden related items only.
15. Fall clean up
- a. Fall plot inspections are to be completed before December 1.
  - b. All annual plant residue should be placed in compost bins unless residue is approved to be left in place by the CAC if such residue is beneficial to birds or other non-destructive wildlife or insects.
  - c. All ground fabric must be removed.
  - d. A planted ground cover such as winter wheat or oats; or chopped leaves or straw is recommended. The garden area is windy and bare earth is prone to erosion.
  - e. Constructions of an artistic nature may remain with the approval of the CAC.
16. Miscellaneous items
- a. There is no smoking in or around the garden.
  - b. If you have a family emergency that prevents you for maintaining your plot for a period of time, inform the CAC liaison. A helping hand can be arranged.

## Finally....

1. Your compliance with the above regulations will help everyone have an enjoyable and prosperous garden.
2. The Director of Parks and Recreation will resolve any disputes between plot holders. Disputes that cannot be resolved between two or more parties may result in forfeiture of plots and/or use of the Community Garden at the discretion of the Director of Parks and Recreation.
3. Any decision by the Director of Parks and Recreation may be appealed to the Town Board. Any decision by the Town Board regarding any garden related issue, including loss of plot, is final. Any interpretation of the Rules and Regulations by the Town Board is final.
4. The Town Rules for Benedict Farm Park are listed below. These rules and the Community Garden Rules must be observed at all times. Failure to comply may result in loss of plot and future garden use.

### Benedict Farm Park Rules

1. The Park is open from 6:00 am to 9:00 pm (April 1 through October 31) and from 6:00 am to 6:00 pm (November 1 through March 31).
2. The Park speed limit is 15 MPH, or less, at all times. Go slow. Do not make dust that which might affect our neighbors.
3. Park in only designated areas. Do not park on the Ring Road or hayfield. Do not drive on grass, park only.
4. All dogs must be on a leash no longer that 10 feet. Pets are not allowed in the fenced area. Please remove all dog waste.
5. Flags and flag poles are prohibited.
7. Trash bins are located at the pavilion as well as bathrooms.
8. The park prohibits any alcoholic beverages.

**TOWN OF MONTGOMERY COMMUNITY GARDENS  
RULES ACKNOWLEDGEMENT**

I \_\_\_\_\_, have received and read the Rules and Regulations for the Town of Montgomery Community Garden and The Town of Montgomery Benedict Farm Park. I agree to adhere to the above-mentioned Rules and Regulations. If I am found to be in violation of any of the Rules and Regulations, I may lose my privilege to use the Community Garden.

Printed name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Town of Montgomery representative:  Copy of Rules and Regulations provided.

Printed name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_