

# OAKESIDE COMMUNITY GARDEN 2017 APPLICATION



## A. About our Community Garden

Thanks for your interest in joining the Oakeside Community Garden, established in 2010. Gardening at Oakeside has many advantages — full sun, nutrient-rich soil, a sprinkler system, shared tools, and connecting with a piece of Bloomfield’s rich history. Plots are approximately 8 ft. x 11 ft. in size (with slight variations). Oakeside Bloomfield Cultural Center offers this opportunity to the community to advance its mission of interpreting the Oakes family’s kitchen garden from the early 20<sup>th</sup> century and to educate the public about gardening and healthy eating.

The trustees of Oakeside Bloomfield Cultural Center are the highest governing authority at the Oakeside Community Garden. Breaking any of the rules, terms, and conditions stated in this application is cause for exclusion from the garden and the loss of your plot. Any questions or concerns that members have should be addressed to Oakeside’s garden coordinator & volunteer, Sarah Meyer ([oakesidegarden@gmail.com](mailto:oakesidegarden@gmail.com)), or Executive Director Kim Reilly.

## B. Important Dates

<b>SAT, APR 1 at 10:00 AM</b>	<b>Opening day with mandatory orientation for new &amp; returning members*</b> Have extra seeds from last season? Bring them to the orientation for a seed swap!
<b>SUN, NOV 12 at 10:00 AM</b>	<b>Closing day &amp; potluck; Final clean-up day for plots</b>
<b>MONTHLY GARDEN DAY EVENT</b>	Optional group work days, or ‘Garden Days’, are scheduled one weekend day per month during the gardening season at 10:00 am. They typically culminate in a potluck lunch. Dates to be determined based on private events scheduled at Oakeside.

*\*See page 2 for orientation details*

## C. Fee Structure

The 2017 seasonal fee for a plot at Oakeside Community Garden is as follows:

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**Bloomfield residents:**           \$50 for one (1) plot + \$25 security deposit per plot = **\$75.00**

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**Non-Bloomfield residents:**   \$75 for one (1) plot + \$25 security deposit per plot = **\$100.00**

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Please note:

- *Plot fee is non-refundable. In order for gardener to be assigned a plot, fee must be paid in full. If a gardener abides by all rules, terms, and conditions outlined in this contract, he or she will have the opportunity to renew his or her plot the following season.*
- *Security deposit is required for all members (new and returning) and will be refunded at end of season upon successful clean-up of plot(s). If more than one plot is rented, a separate security deposit is required for each plot.*
- *New gardeners: There is a limit of one (1) plot per gardener for all new members of the garden.*
- *Returning gardeners: Until June 1, 2017, there is a limit of two (2) plots per gardener. After June 1st, any remaining plots may be offered.*
- *Waitlisted gardeners will be issued plots in the order in which applications are received.*

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## D. Obligations of Gardeners

**Orientation:** All garden members\* must attend opening day orientation or set up another time to meet with garden coordinator before starting the season. At orientation, you will get familiarized with the property, meet other gardeners, learn proper tool usage, and review rules & obligations.

*\*If anyone other than yourself is going to garden in your plot, he or she is required to attend the orientation. If a plot is shared by multiple families/parties (e.g. a scout troop's plot), one (1) representative from each family must attend orientation.*

**Plot maintenance:** Gardeners must take responsibility for their plots by controlling invasive weeds, pests, and disease throughout the season. Gardeners are responsible for keeping all plants within plot limits and keeping plot and surrounding areas well-tended. Crops must be harvested upon maturity. Weeds must be pulled before going to seed. Any plant material, rocks, or extraneous matter must be disposed of in designated areas. Any garden supplies or tools not in use must be stored properly in designated storage areas. If for any reason gardener is unable to maintain plot, garden coordinator Sarah Meyer must be notified immediately (i.e. illness, long-term vacation plans, moving away). Also notify garden coordinator if you should wish anyone to maintain your plot in your absence.

**Planting:** Registered gardeners must have plots planted by early June.

**Poison-free:** For the health of participants and the environment, only organic methods and products are to be used in the garden. Non-organic pesticides, fungicides, herbicides, and fertilizers are prohibited from use at Oakeside Community Garden. Information, guidelines, and training will be available for gardeners to learn organic practices.

**Volunteer duties:** The use of the garden site is contingent on our ability to maintain it. All gardeners are required to volunteer one (1) hour per month during the season to help with general garden chores. Sign-up sheets are posted inside the garden tool shed. Primary volunteer activity at this time is keeping main gravel pathways and woodchip pathways weeded.

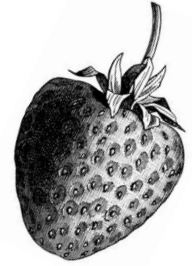
**Structures permitted & prohibited:** Temporary constructions such as trellises, stakes, and tomato cages are allowed. Only low, temporary perimeter fencing that allows air flow is permitted (max. height: 1 ft. - 6 in.). Permanent decorative items and bug lures are not permitted. Black & white newsprint permitted as mulch only if weighed down by straw (ask garden coordinator if you need clarification).

**Watering:** Unattended watering is not permitted apart from existing timed sprinkler schedule provided by Oakeside management. Sprinklers may be used only if gardener is present. Hoses will be available for use by gardeners. Do not water another gardener's plot unless he or she has asked you to do so.

**Close of season:** At the end of the season, all lumber, fencing, plastic materials, tomato cages, stakes, watering cans, etc. must be removed from garden plot(s). All plants and weeds must be pulled out and composted in designated areas. Security deposit will not be refunded to member unless these rules are followed.

**IMPORTANT!** *If a gardener fails in these obligations consistently, Oakeside's garden coordinator will issue a written warning via email. If no response or correction has been made, the gardener will receive a second written notice two weeks later. In another week, if no response or correction has been made, the gardener will receive final written notification that he or she has forfeited his or her gardening privileges and plot. Future garden participation is at the discretion of Oakeside management.*

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## E. Rules of Conduct

**Hours of operation:** The garden is open for use from dawn until dusk, 7 days a week. When there is an outdoor private event occurring (such as a wedding), gardeners may not use the site.\* Entry gates to the garden must be closed upon entering and exiting area. Gardeners should expect to spend a minimum of four (4) hours per week throughout the season to maintain a productive and attractive plot.

*\*The dates & times of private events will be emailed to gardeners each month and posted on the wall of the garden tool shed for reference.*

**Parking:** Gardeners are permitted to park in paved lot on east side of Oakeside mansion when there are no private events occurring; otherwise, street parking is available. Use of unpaved gravel driveway leading to carriage house is prohibited at all times.

**Guest policy:** Children under 16 must be supervised by an adult while in the garden. Parents are fully responsible for their child's activity in the garden. Guests and visitors to a gardener's plot should be accompanied by the gardener, and the gardener is fully responsible for their conduct.

**Respect supplies & equipment:** While gardeners are encouraged to bring their own tools, Oakeside has a limited supply of tools and equipment available for shared use, including wheelbarrows, hoes, trowels, digging forks, and a tilling broadfork. Oakeside's tools must be treated with care and returned to their designated storage areas before gardeners exit the premises. Do not remove supplies, produce, or plantings from the garden unless they belong to you. If any damage to tools, vandalism, or theft occurs, please notify the garden coordinator immediately.

**Respect fellow gardeners & space:** Gardeners may not touch any plot other than their own without expressed permission from garden coordinator. If a gardener experiences a problem with another plot's maintenance, he or she should contact garden coordinator. Do not make any alterations to any of the common areas of garden without clearly expressed permission of the garden coordinator. Do not remove any insects from the garden, as this would disrupt the ecosystem. Gardeners may not extend boundaries of plots or use pathways (woodchip or gravel) as gardening space.

**No loud radios allowed in garden.** If gardeners choose to play a radios, they cannot be audible outside of their own plots. Headphones strongly encouraged.

**No illegal plants allowed to be grown in garden.**

**No invasive plant species or trees/bushes allowed to be grown in garden:** Gardeners may not grow species of plants which have a tendency to aggressively spread to a degree believed to cause damage to the existing ecosystem, including but not limited to Morning Glory, Japanese Knotweed, Artemisia (Mugwort), or vining plants like raspberries or grapes.

**No pets allowed in garden.**

**No smoking, alcoholic beverages, gambling, or use of illegal drugs allowed in garden.**

**No paid advertising allowed to be displayed in garden.**

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## F. Membership Agreement: Oakeside Community Garden

By signing below, I agree that I have read and understood this application including the **Obligations of Gardeners and Rules of Conduct**, and accept these **Obligations & Rules for participation in the Oakeside Bloomfield Cultural Center Community Garden**. I understand that if I do not follow the information outlined herein I may lose membership in the Oakeside Bloomfield Cultural Center Community Garden and/or my plot will be reallocated. Should I have further questions I will contact the garden coordinator. I further understand that:

I use this garden at the sole discretion of the Oakeside Bloomfield Cultural Center. I agree to abide by its policies and practices. I hereby agree to indemnify and save and hold harmless the Oakeside Bloomfield Cultural Center and the Township of Bloomfield from any and all liability, damage, loss or claim arising out of or in connection with the use of the garden by me or any of my guests, agents or invitees. I hereby further acknowledge that by participating in this program, I am a beneficiary of the mission of the Oakeside Bloomfield Cultural Center, a 501(c)(3) charity.

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GARDENER'S SIGNATURE

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DATE

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PRINTED NAME

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NUMBER OF PLOTS RENTING

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PLOT FEE(S) + SECURITY DEPOSIT(S) = TOTAL AMOUNT DUE

**NOTE:** *If a plot is to be shared by more than one party, a representative from each party must sign a copy of this agreement in order to participate in the Oakeside Bloomfield Cultural Center Community Garden. In order to be assigned a plot in the Oakeside Bloomfield Cultural Center Community Garden, a representative from every plot must sign this agreement and pay in full.*

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**Contact Information** – *Required for garden communication (i.e. volunteering, Oakeside events, etc.) We do not distribute this information outside of the garden.*

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EMAIL *(Required; main method of communication)*

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ADDRESS

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APT. #

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PHONE

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CITY/STATE

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ZIP

How did you hear about our garden? \_\_\_\_\_

Do you have any gardening experience? \_\_\_\_\_

**NOTE:** *Completed applications should be submitted with payment & proof of residence to Oakeside (see address below). Checks payable to Oakeside Bloomfield Cultural Center. Member will be contacted by garden coordinator to select a plot after application is processed and full payment is received. Thanks!*