

## **TOWN OF WEST HARTFORD 2024 COMMUNITY GARDEN RENTAL REGULATIONS**

### **PLEASE RETAIN THE FOLLOWING INFORMATION FOR YOUR RECORDS:**

**West Hartford Community Garden** plots are available to West Hartford Town residents at the following locations: *Buena Vista Gardens (BV)* on Cornerstone Dr., *Westmoor Park Gardens (WP)* on Flagg Rd. and *Wolcott Park Gardens (WL)* on Wolcott Rd.

Garden plot rentals are available through the Westmoor Park office only; **sub-letting of plots is NOT permitted**. Each and every gardener, including those who share a garden plot, must complete and sign a rental agreement form. Primary Gardeners must include the name, address and phone number of each garden partner on **all** rental agreements. In an effort to make this program available to as many residents as possible a limit of (2) two plots per person is established.

#### **Fees and Approximate Sizes:**

**Fees are Non-Refundable**

**Full plot: 20' x 20'= \$42.00**

**Three Quarter Plot: 15' x 20'= \$32.00**

**Half plot: 10' x 20'= \$22.00**

**Handicapped-accessible**: Four handicapped-accessible, raised garden plots, located at the Westmoor Gardens on Flagg Road are available for those individuals who may need them.

**Fees: plot size 4' x 8'= \$7.00**

### **2024 GARDEN PLOT REGISTRATION**

**Renewal registrations** will be accepted for Primary Gardeners wishing to renew up to two {2} full-size plots from the previous year. Renewals will be accepted in person or by mail, fax or e-mail with a completed rental agreement & full payment sent to the Westmoor Park Office, 119 Flagg Road, West Hartford, CT 06117. Office hours are Monday through Friday 9 am-4:00 pm. (Westmoor Park reserves the right to request proof of residency).

- Co-gardeners are not notified about renewals by Westmoor Park since only the Primary Gardener is considered the lessee.
- Renewals for Plots must be received no later than **February 16, 2024!**
- We cannot guarantee your plot from last year after **February 16, 2024!**
- Please read and complete the registration form in full. Return it to Westmoor Park with payment by check, Master Card or Visa. (Westmoor Park reserves the right to request proof of residency). Garden plots cannot be held without a signed rental agreement and payment. Please read the attached gardening procedures.

**If you wish to change plots or add a plot:** Gardeners who are renewing for the 2024 garden season may change plots by contacting the Westmoor Park office beginning **February 28, 2024** to choose from available non-renewed plots. For your own benefit, please renew your existing plot by the deadline of **2/16/24**; by doing so you will guarantee yourself a garden plot should you not find a suitable plot to switch to.

**New Gardeners:** must register in person beginning **March 13, 2024 at 9:00 AM at the Westmoor Park office.** Gardeners may rent a maximum of two full garden plots. If sharing a plot with another individual, the **Primary Gardener** is the person who pays the rental fee and accepts responsibility for following the stated rules and regulations. The Co-Gardener is still expected to obey all procedures, but holds no claim to the garden lease. A plot map of each garden is available for viewing/selecting plots at the Westmoor Park office during office hours.

### **GARDENING PROCEDURES**

- ♣ **ANTICIPATED START DATE— On or About April 13, 2024;** Plots will be available for use after the gardens have been tilled and marked. (Soil and weather conditions may change this date forward or backward). You may begin using your plot when the corner and numbered stakes marking plot boundaries are in place. Be sure you work only in the plot you rented!
- ♣ **BOUNDARY LINES--DO NOT MOVE THE CORNER STAKES.** These are the boundaries of your plot. If you feel that there is a problem with the layout of your plot, Please call the Westmoor Park office for assistance. As the season progresses you may find the stakes will need to be pounded in again or replaced. If possible, connect your four stakes with a string, or you may construct a small, **temporary fence**. Please keep your garden plants within your plot.
- ♣ **Garden Fences:** If you choose to fence in your garden plot, the fence must be made of a stiff and /or sturdy material that will not entangle and trap wildlife. “Bird netting” is NOT acceptable for this purpose, it will entangle and kill song birds that accidentally fly into it. Other prohibited fencing includes Barbed wire and Electrified fencing.
- ♣ **WALKWAYS MUST BE KEPT OPEN, CLEAR, AND WEED FREE.** It is each gardener’s responsibility to make sure all the garden walkways adjacent to their plot are clear and passable. Common access walkways are not to be left blocked, planted, or fenced off.
- ♣ **GARDEN MAINTENANCE--** If a problem occurs with the garden site, such as a fallen tree, or water leaks, please contact Westmoor Park, at 860- 561-8260 to report the problem.  
**Individual garden plots and pathways through the garden are to be maintained by the garden renters.**
- ♣ **COMPOST & MULCH— Please Note: Leaf Mulch,** after 30 years the landfill at Brixton Street has closed permanently in 2023 and the manufacturing of leaf compost and wood mulch has ended in town. As a result, the **delivery of free leaf mulch to the community gardens has also ended.** Compost is still available for **pick up only** at the Recycling Center facility, 17 Brixton Street. A Yard Waste and Recycling permit is required. Quantities are limited to bags and barrels for personal yard use. No trucks or pick-up loads allowed. Compost is free and usually available beginning in April dependent on weather.

Composted Farm Manure is still available to be picked up from Westmoor Park at 119 Flagg Road.

For weed suppression we encourage the use of biodegradable mulch such as straw, biodegradable mats, woodchips, etc. Materials that do not readily decompose, such as, carpet, black plastic, etc. are discouraged. **Gardeners must remove all non-biodegradable material at the end of the season.**

♣ **PESTICIDES** – To prevent over-spray contamination and other problems affecting your garden neighbors, **chemical pesticides and herbicides are prohibited in West Hartford's Community Gardens.**

- Only organic gardening techniques and organic compounds may be used to control pests and weeds.
- This statement is not intended to restrict the use of fertilizers. Gardeners found to be using non-organic chemical pesticides or herbicides will lose their gardening privileges. For more information on organic gardening techniques please call Westmoor Park or your local garden center

♣ **REFUSE**--An area in front of each garden site is designated for weeds and organic garden waste **ONLY**. Do not throw anything in the woods behind the gardens. **Trash cans are not supplied.** All litter, garbage, and waste **MUST BE CARRIED AWAY** from the garden area by the gardeners to be disposed of at home.

♣ **BE NEIGHBORLY**--Be a good neighbor to your fellow gardeners. Do not exceed your own garden boundaries. You are expected to keep a clear path around your garden. Be considerate when using water, hoses, mulch, fencing, etc. Please take away unwanted or unnecessary items. Call Westmoor Park at 860-561-8260 to inform us of problems that occur regarding your garden plot.

♣ **VANDALISM**--Security is not provided. Vandalism and theft can be a problem especially during the harvesting season. If you notice unauthorized people in the gardens or suspicious activity, please help your gardening neighbors by calling the **Police Department at 860-523-5203**. The police will investigate theft and vandalism problems at the gardens.

♣ **WEEDY/UNCARED FOR PLOTS**--These plots are a potential source of weed seeds and pests and contribute to a ragged appearance. Gardeners who habitually neglect or abandon their plot will forfeit their privilege to rent a plot during the next garden season. **Neglected plots may be cleared and/or re-rented if the gardener does not take appropriate action within two weeks of notification by Westmoor Park.** If you plan to be on vacation for an extended period of time, please ask a neighboring gardener, relative, or friend to care for your plot in your absence. If you wish to discontinue using your plot, please call the Park Office at **860-561-8260**.

♣ **WATER, HOSES AND SPRINKLERS**--The water faucets are shared with other gardeners. Call Westmoor Park, 860-561-8260 if the faucets are not working properly or leaking uncontrollably. The Town does not supply equipment or hoses, but many people will share their hoses. Please be considerate of the plot renters near the water faucets when moving hoses. Sprinklers are not to be left unattended. Others wishing to use the water may disconnect unattended sprinklers.

♣ **END OF SEASON—October 31, 2024**: All use-able crops, weed mats, tools, and personal items including --but not limited to -- fencing, stakes, hoses, plastic, carpet, chairs, wheelbarrows, etc. must be completely removed from the garden area by **October 31<sup>st</sup>, 2024**. The only acceptable materials which may be left behind in your plot include anything that can be safely turned into the soil, such as plant stems, leaves, crops you don't want, and organic mulches. **If your plot is not cleared by October 31, 2024, the Primary Gardener will incur a maintenance fee of \$40 per plot and your renewal privilege for the next season may also be forfeited.** Unfortunately, imposing this penalty has become necessary because of gross abuses in past years.

♣ **Personal gardening items may NOT be stored over-winter on Community Garden property.**

Thank you for complying with the Rules and Regulations listed above. Your cooperation will ensure a safe and pleasant gardening season for you and your neighbors. Please call the Westmoor Park office at 860-561-8260 with questions about your garden or the Community Gardening program.