

## **Waterboro Community Garden Committee and Member Meeting**

**Wednesday, July 12, 2023 at 3 pm –  
Meeting inside Town Hall due to hot weather**

### **Attendees**

Brigit McCallum  
Ed Bittle  
Lisa Moulton  
Sherry Stone  
Sue Briggs  
Donna Berardi  
Oksana Sigleski  
Judi Carll

### **Introductions/Welcome**

#### **A. Member Questions and Concerns**

1. Ed Bittle attended to discuss the enclosure of his bed. Ed explained the construction and concerns about hoops falling over. The boards are attached to the bed boards with 2-1/2" deck screws and support pvc pipe hoops and plastic to keep excess rainwater out of the zinnias.
2. Discussion followed regarding alternate means of support and how Sue places her hoops inside the bed boards and enclosed with foam sheets last fall and with no problems.
3. Discussion regarding removal of screws and if holes need to be filled. Judi felt they shouldn't do any harm.
4. Ed was informed that his enclosure could remain for this season but it would need to be removed by the end of the season.
5. Additional discussion continued after Ed left the meeting.

#### **B. Approval of June 14, 2023 Minutes**

**1.** Remove the word "mobility" (beds) and call them "36" high beds". Judi explained that beds should be counter height or 36" to avoid bending over.

Sherry moved, Donna second, Vote 6/0 to approve with changes to June minutes.

#### **C. Financial Report – Sherry**

There was no select board meeting 7/4, but Sherry will contact Julie Giles at the town. Town commitment amount approved at the town meeting and current expenses were discussed. These numbers need to

#### **D. Organizational Matters**

**1. Bed Modification** -Discuss and vote on restrictions on any raised bed modifications without permission.

Discussion,

- a. For the remainder of the season Ed's enclosure may remain. It will need to be taken down and he will need to figure out something that does not modify the bed frame. Screws shall be removed.
- b. Any bed modifications shall remain inside the boards and not obstruct the walkways. No structures shall be attached to the bed frame.
- c. No modification of bed frames can be made.
- d. This will be added to handbook. Sherry to write up change and email to committee members. Vote to occur after email and approval.

**2. Draft WCG Handbook** discuss and vote- Sherry

- a. Donna commented that at the Pantry Garden section after key objectives, to add "Maine Harvest for Hunger" as part of donating.
- b. Discussed taking home all empty pots. No change.
- c. Garden Committee Leaders contact, and info has been updated.
- d. Include "harvest donation may be by any garden member". This has been updated.
- e. Shed etiquette added.
- f. Language regarding Bed Frame modifications will be added. Sherry to write information and send to committee via email for review.

Once Sherry submits the bed frame modification verbiage we will review and take a final vote on the handbook via email.

**3. Draft Committee Purchasing Procedures** discuss and vote

Sherry presented the purchasing procedure.

- a. Sandy Jorgensen removed from approved purchaser list.
- b. P.O. (purchase order) to be provided by Laura at the town only.
- c. Oksana and Brigit are approved purchasers.

Oksana moved, Lisa second Vote 7/0 to approve.

**4. Added** clarification to wording of "Members Concerns..." item of agenda and which Email address to use.

- a. Agenda item: To be called "Members Questions and Comments".
- b. Sherry to get clarification from the Town regarding when to use waterboro email address or personal email address. Waterboro email addresses copy to personal emails and use of both is not necessary.

Options/discussion presented and to be clarified.

Personal email if no garden business being discussed?

Garden business of educational function use waterboro address?

Sending email to both Town and personal email addresses for committee members a concern.

Note: Following the meeting Dave Chauvette responded to Sherry that ALL emails sent by the appointed committee members shall use the waterboro.gov email address assigned. He reminded everyone that emails fall under FOIA. In addition, honorary members, Lisa and Sue should also send all garden related emails using only the waterboro.gov addresses% when emailing appointed committee members.

**E. Infrastructure**

## **1. Maintenance items**

Oksana reports three new hose nozzles have been purchased and are in the shed. Containers and detergent to mix with water for bug protection has also been purchased.

## **2.. Volunteer hours report**

Lisa reports that 12 people have reported hours for a total of 62 hours.

## **F. Projects**

### **1. Sandy Memorial Service**

Thank you to all who helped make Sandys Memorial memorable.

Also, Mike asked Sue to take a look at Sandy's shed on Tuesday. Sue went out and viewed, and Mike wants us to take anything the garden can use. Sue will determine a time and date for all to go and pickup items. Tools, lawnmower, hoses, electric cords, pots, hand and garden tools, etc.

### **2. Berry Garden**

Sue reports that wood chips need to be spread just around bushes to help control weeds, and to help amend soil. Leave about 6" clear around bush trunk. Walkway to be left as just landscape fabric.

### **3. Pantry Garden**

Oksana reports that tomatoes are coming. Use of lime for end rot was discussed.

Donations:

2-1/2 lbs of broccoli were sent to the pantry on Tuesday.

1-1/2 lbs last Saturday.

Judi reports that

4-1/2 lbs from the Kids Can Grow Garden project was also donated, including radishes and lettuce.

### **4. Bed Maintenance**

Ernesto's bed needs to be rebuilt this fall. Sue to look at all beds and see if there are others that need to be done.

## **G. Other**

1. Introduce creating a "committee member packet" of policies (for September meeting)

Brigit and Sherry to work on it.

### **Motion to adjourn.**

Brigit moved, Sherry second Vote 7/0 to approve. Meeting adjourned about 4:45 pm. **Next meeting** will be August 9, 2023 at 3 pm. Meeting will be in the garden weather permitting. Minutes recorded and submitted by Sue Briggs Acting Secretary.

