



# SOUTHERN NEW HAMPSHIRE SERVICES

The Community Action Program for Hillsborough and Rockingham Counties

Mailing Address: PO Box 5040, Manchester, NH 03108

40 Pine Street, Manchester, NH 03103

Telephone: (603) 668-8010 Fax: (603) 645-6734

www.SNHS.org

## Executive Director

Donnalee Lozeau, CCAP

## Deputy Director

Ryan Clouthier

## Chief Fiscal Officer

James Chaisson

## Outreach Offices in Hillsborough County:

### Manchester (03103)

160 Silver Street  
Tel: (603) 647-4470

### Nashua (03060)

134 Allds Street  
Tel: (603) 889-3440

### Hillsborough (03244)

63 West Main Street  
Tel: (603) 464-5835

### Milford (03055)

1 Columbus Avenue  
Tel: (603) 924-2243

### Peterborough (03458)

9 Vose Farm Road, Suite 115  
Tel: (603) 924-2243

## Outreach Offices in Rockingham County:

### Derry (03038)

9 Crystal Avenue, Suite 1  
Tel: (603) 965-3029

### Portsmouth (03801)

4 Cutts Street  
Tel: (603) 431-2911

### Raymond (03077)

55 Prescott Road  
Tel: (603) 895-2303

### Salem (03079)

85 Stiles Road, Suite 103  
Tel: (603) 893-9172

### Seabrook (03874)

146 Lafayette Road  
Tel: (603) 474-3507

## MEMORANDUM

TO: Community Garden Applicant  
FROM: JoAnn Smith  
DATE: February 11, 2021  
RE: Community Gardens 2021

Enclosed you will find:

Community Gardens Application Form  
Attachment 2 Community Gardens Guidelines  
2021 Community Gardens Project Agreement

A minimum of 75% of all gardening space will be reserved for households meeting Federal low-income guidelines. The remaining land will be made available to those households exceeding low-income standards, or who fail to fill the requested financial information for a donation of \$20.00 made payable to **Hillsborough County Treasurer.**

It should be understood that completion of the application form does not automatically qualify you for and assignment of land.

Please submit the completed application and the 2021 Community Garden Project Agreement to the above mailing address no later than **April 16, 2021.** Participants will be notified by April 30, 2021

Thank you for your interest in the Community Gardens Project.

SOUTHERN NEW HAMPSHIRE SERVICES  
P.O. BOX 5040  
MANCHESTER, NH 03108

**COMMUNITY GARDENS - 2021**

NAME: \_\_\_\_\_

STREET: \_\_\_\_\_

CITY OR TOWN: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

Total Number in Household: \_\_\_\_\_

Total Monthly Gross Income of All Members during 2021

\$ \_\_\_\_\_

Yes [ ]                      No [ ]                      Over 60  
Yes [ ]                      No [ ]                      Handicapped

**MEMORANDUM OF UNDERSTANDING**

It is understood that Southern New Hampshire Services, Inc., will provide only 25' X 25' rototilled garden plot to those qualifying households. Water, seeds, hoses, rakes, hoes and other needed materials will be supplied by me. It is also understood that produce grown on the plot provided by Southern New Hampshire Services will be used to increase nutritional foods available to my household and will not be sold for profit.

It is agreed that failure to maintain the garden plot assigned to me and/or purposeful infringement on the garden plot assigned to another will provide just cause for immediate revocation of all land-use privileges by Southern New Hampshire Services, Inc.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

Comments

## COMMUNITY GARDEN GUIDELINES 2021

Southern New Hampshire Services, (hereinafter "SNHS") by authority of Hillsborough County Board of Commissioners (hereinafter "HCBOC"), has been granted permission once again to oversee A community garden project. The staff at the County Complex welcomes you, and as with the HCBOC, feel SNHS is providing a valuable resource for you and your families to enjoy fresh Vegetables, and the joys of gardening. The garden is open to all residents of Hillsborough County. **JoAnn Smith**, of SNHS will determine this. **JoAnn** is responsible for the community garden project And for ensuring the rights of each participant. Decisions to deny or revoke gardening privileges rest Solely with her. Questions regarding policy should be directed to **JoAnn at 603-668-8010 ext. 6046 or email [communitygardens@snhs.org](mailto:communitygardens@snhs.org)** in order for an enjoyable and successful season, we ask that the following rules and Regulations be followed:

- Each participating family shall provide their name, address and telephone number to be Kept on file at the Hillsborough County Complex.
- Produce grown on any community garden plot shall not be sold.
- Gardens not **tended to by June 5, 2021 will be revoked** unless just cause is determined. Please contact **JoAnn by the 5th of June** if you are unable to plant. This is the case Whether or not you pay for a plot. **There are no refunds.**
- Please do not take the liberty of repositioning the garden stakes.
- Please do not **exchange plots** with another gardener without letting **JoAnn** know in advance.
- Weeds in all plots must be removed. **Please take a few extra moments to pull weeds in the Pathways** surrounding your plot as well.
- Untended gardens throughout the year may result in revocation of gardening privileges.
- **All trash is to be immediately removed from the premises.** There will be no trash Receptacles for your use on the premises. Anticipate your needs. Anyone discovered Leaving trash behind might face a **fine up to two hundred fifty dollars (\$250). RSA 265:102. this will be strictly forced.**
- Each gardener is responsible for pest control of every kind. Should you have a problem And need help, please contact **JoAnn Smith**.
- Water is available in the garden. Water may be drawn from the spigot into a watering Can to water your plot. **You may not use a hose attached to the spigot to water your plot.** The use of fire hydrants is forbidden.
- Trespassing, theft, or any infringement upon another's garden will result in revocation of land use privileges.
- Automobiles will be permitted at the front of the garden only. Cars otherwise needing to turn around may use the parking lot across the street. Parking at the Bouchard Building Is permitted, but please keep all fire lanes open at all times. Do not use private driveways or the Goffstown Police Department to turn around or for parking.
- Under no circumstance is there to be overnight camping at the gardens.
- For you convenience, there is a pay phone located in the parking lot of the Goffstown Police Department. **Please do not ask to use the phone at the Bouchard Building.**
- **October 16th, 2021 will be the last gardening day. Date subject to change per rules of the county.**  
**All participants are responsible for**  
**Cleaning up their garden plot. Remove all milk jugs, glass jars, plastic, etc. Stakes may be piled neatly on the Goffstown Police Department side of the garden.**

Again, **JoAnn Smith** is responsible for the Community Garden Project and for ensuring the rights Of each participant. **Decisions to revoke and/or award space will rest solely with her.** Matters of policy should be addressed to her at **603-668-8010 ext. 6046, or email at [communitygardens@snhs.org](mailto:communitygardens@snhs.org)**

**2021 COMMUNITY GARDEN PROJECT AGREEMENT**

I have read and understand the guidelines for land-use privileges for the Community Garden Project and will abide by them. I also agree to indemnify and hold Hillsborough County, its employees, agents, officers and servants free and harmless from any and all losses, claims, liens, demands and causes of action of every kind and character including but not limited to, the amounts of judgements, penalties, interests, court cost, legal fees and all other expenses incurred by Hillsborough County arising in favor of any party, including claims, liens, debts, personal injuries, including injuries sustained by employees of Hillsborough County, death or damages to property and without limitation by enumeration, all other claims or demands of every character occurring or in any way incident to, in connection with or arising directly or indirectly out of this agreement. I further agree to bear all other costs and expenses related thereto, even if the claim alleged are groundless, false or fraudulent.

This provision is not intended to create any cause of action in favor of any third Party against the undersigned or Hillsborough County or to enlarge in any way the Undersigned's liability but is intended solely to provide indemnification of Hillsborough County from liability for damages or injuries arising from the undersigned's use of the Premises.

NAME: \_\_\_\_\_

STREET: \_\_\_\_\_

CITY OR TOWN: \_\_\_\_\_ ZIP: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ DATE: \_\_\_\_\_

For Office Use \_\_\_\_\_