

## **EXHIBIT A: Herrontown Woods Management and Use Agreement**

### **I. Introduction**

Herrontown Woods is a 148-acre forested preserve on the eastern end of the Princeton Ridge bordered by Snowden Lane, Herrontown Road and Bunn Drive. There is a small, paved parking lot for approximately 20 cars off Snowden Lane, which can be accessed via a private road with an access easement that is established over Block 3001, Lot 3.02. Additional parking is available for approximately 12 cars off Herrontown Road.

Herrontown Woods has more than four miles of unpaved trails and boardwalks winding through the preserve, which can be accessed from the parking lots at Snowden Lane and Herrontown Road, as well as from Windy Top Court, Princeton Community Village, Stone Hill Church and from Herrontown Road opposite of the parking lot for the Autumn Hill Reservation. The trails also connect to the All Saints Preserve which is located south of Herrontown Woods. The Botanical Art Garden (Barden), created by the Friends of Herrontown Woods, adjacent to the Snowden Lane parking lot features native plantings, art pieces, games, a gazebo and several other seating areas. Located in the northeast corner of Herrontown Woods are a garage, the 1870s Veblen Cottage, the 1920s Veblen House, a barn, corn crib, stone horse run, a pumphouse, and a garden. The Veblen House and Cottage are part of a separate leasehold agreement and not included in the Adopt-a-Park agreement.

A map of Herrontown Woods is provided as Exhibit A1.

Herrontown Woods is owned by Princeton. It is the goal of this Agreement to establish the guidelines and responsibilities for FOHW and Princeton regarding management of Herrontown Woods specifically to:

- (i) enhance opportunities for passive recreation, including walking and nature study;
- (ii) enhance natural and wildlife habitat and prevent invasive species proliferation;
- (iii) ensure public safety through the maintenance of walking paths and tree care; and
- (iv) avoid potential problems such as littering or unpermitted uses through regular monitoring and reporting.

Activities conducted on the property are governed by all applicable Princeton ordinances (including regulations for parks and recreation areas as codified in Chapter T16 of Princeton's Code), the requirements of subchapter 25 of the NJDEP Green Acres Program Rules – N.J.A.C. 7:36, including any revisions thereto, and the deed restrictions pertaining to Herrontown Woods which require the property to be used only for the following purposes:

- The maintenance of a park, wildlife, and plant sanctuary;

- The conservation of natural resources, including the watershed, and the stimulation and development of public appreciation of the value of wildlife and plants;
- It is specifically reserved by the grantors that the natural trails shall not be used for horseback riding.

## **II. Park Use**

- A. Herrontown Woods shall be open to the public for use of the trails. Any management of Herrontown Woods shall only be allowed to the extent and in a manner that will not impair the park's natural, historic and manmade features or the general public's access to, and use of, Herrontown Woods.
- B. Any organized events must comply with the requirements of the Green Acres Regulations and any applicable municipal permitting requirements.
- C. In accordance with section T16-6(d)(1) of Princeton's Code, the possession, consumption, sale or purchase of alcohol shall be strictly prohibited except in connection with an organized function or social affair for which express prior permission has been received in writing from the governing body and the requisite permit obtained from the Director of the Division of Alcoholic Beverage Control, and subject further to any terms and restrictions relating to the public safety and general welfare of the municipality.
- D. FOHW may provide and/or sponsor guided walks/talks and hold volunteer work sessions (e.g., clean-ups or invasives species removal). Any board members and FOHW volunteers participating in volunteer work sessions shall be required to sign the Adopt-A-Park Waiver Form approved by Princeton and attached as Exhibit B to this Adopt-A-Park Agreement. Attendees of other activities and events shall not be required to sign the waiver form in order to participate in the functions and activities.
- E. Herrontown Woods shall be kept tidy with no personal effects, waste and/or other materials being allowed to accumulate within the park grounds. The garage may be used as a storage area for equipment and materials used for park enhancement and the renovation work at Veblen House and Cottage provided all such materials are stored inside the garage only.

## **III. Park Flora Guidelines**

Herrontown Woods shall be maintained with an emphasis on the conservation of natural resources, habitats and local wildlife. FOHW shall not engage in any habitat manipulation or restoration unless preservation of a particular habitat type or species of native flora or fauna is included in the FOHW Management Plan and FOHW has obtained Princeton's approval of a specific habitat manipulation or restoration plan.

FOHW shall not employ any herbicide treatments for invasive species unless Princeton has approved the specific treatment(s) prior to use.

No plants listed by the State of New Jersey or on the New Jersey Invasive Species Strike Team's (NJISST) 'Do Not Plant List' shall be planted. The annual NJISST Do Not Plant List, updated and distributed by the Friends of Hopewell Valley Open Space, is available on their website: <https://www.fohvos.info/invasive-species-strike-team/>

#### **IV. Park Development Guidelines**

- A. Creation of new permanent vehicular access and / or parking shall be prohibited.
- B. Construction of new structures in Herrontown Woods shall be prohibited unless prior approval from Princeton has been sought and granted. No work shall be carried out on the structures that are not covered under the lease agreement (e.g., the garage, corncrib, barn and stone horse run) or materials stored in or around such structures without Princeton's prior approval.
- C. All trails shall have a minimum width of 4 feet with brush removed at least one foot from either side of the trail. Vegetation encroaching onto this 6-foot-wide clearing shall be cut back at least twice during the growing season (mid-April to mid-October). Any further enlargement of trails shall not be undertaken except upon prior approval from Princeton.
- D. New trails shall be constructed only upon prior approval from Princeton. If surfacing is required, only wood chips or similar natural and permeable materials may be used. FOHW shall have the right, after receiving approval from Princeton, to close trails that prove to be too expensive or impractical to maintain to the required standard.

#### **V. Management Responsibilities - Princeton**

- A. The following tasks shall be Princeton's responsibility:
  - 1. Removal of snow from the Snowden Lane parking lot;
  - 2. Maintenance of a portable toilet at the Snowden Lane parking lot throughout the year.
  - 3. Attendance at quarterly meetings with the FOHW;
  - 4. Removal of invasive material debris generated by FOHW volunteers (maximum three times per year);
  - 5. Provision of woodchips at the request of FOHW, a maximum of twice a year;
  - 6. Maintenance of the parking lot and culvert crossing;
  - 7. Installation and maintenance of park entrance signage.

#### **VI. Management Responsibilities – Friends of Herrontown Woods**

- A. The following management responsibilities shall be assumed by FOHW:
1. Creation of a Management Plan for Herrontown Woods, detailing, *e.g.*, plans and timelines for habitat restoration, potential trail modifications and public outreach. This plan shall be submitted to Princeton within sixty calendar days of the Adopt-a-Park agreement, and it shall be updated at least every five years. A progress report shall be submitted every 12 months, detailing (a) a description of the work undertaken to further the goals set in the Management Plan; (b) a list of events and fundraising activities undertaken by FOHW and standard financial statements indicating cash flow, fundraising progress, receivables, budgeted expenditures, and similar information and (c) a list of FOHW's Board members and their current position.
  2. Control and treatment of invasive species, as indicated in the Management Plan;
  3. Maintenance of existing trails to ensure they are well marked and not encroached upon by vegetation - see section IV. C above for details;
  4. Maintenance of the Barden, including periodic removal of broken toys, tables, chairs and benches;

## **VII. Prior Written Approvals Required**

- A. Organized events.
- B. Requests to conduct scientific research at Herrontown Woods shall be submitted in writing to Princeton.
- C. Requests to remove trees shall be submitted to Princeton for approval by the Municipal Arborist.
- D. Requests to use chemical methods for the management of invasive species shall be submitted to Princeton for approval by the Open Space Manager. Proof of a licensed applicator certification shall be submitted with the request.
- E. FOHW shall submit to Princeton an annual list of proposed public outreach and tour activities sponsored at Herrontown Woods, including the estimated number of attendees. FOHW shall submit updates as needed when changes are made to the proposed list.
- F. Any services provided by for-profit businesses on a regular basis (*e.g.*, classes, concessions) shall be approved by Princeton. Any payments collected by the for-profit business for such services shall go directly to FOHW, who shall use the payments for operating, maintenance or other expenses related to the management of Herrontown Woods.