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MANUSCRIPT REGISTER

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FOUNDATION FOR THE NEW HAVEN GREEN, INC.

1986-1991

Processed by Elliott G. Barske
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INTRODUCTION

With the help of a \$58,500 planning grant from the New Haven Foundation, a task force appointed by Mayor Biagio DiLieto studied all aspects of restoring and maintaining the historic New Haven Green, a challenge well beyond the scope of the city's Park Department. The Task Force worked with urban planning professionals to develop a phased Restoration Plan to define what improvements and costs were necessary to stop the continued deterioration of the Green.

When the Plan was accepted, the Task Force was reconstituted as the Foundation For The New Haven Green which was then incorporated under Connecticut State law as a non-stock corporation in 1986. The talents of the 40 member Task Force representing a cross section of the New Haven community were used to provide the leadership and organization necessary to handle the fund raising for and the implementation of the Restoration Plan. Alfred W. Van Sinderen, former Chairman of the Board of Southern New England Telephone Company, was President of the Foundation for the five-year program and was assisted by an active Board of Directors consisting of prominent people from the professions, business, government, education, and social organizations. The Corporation was dissolved in 1991 after the successful completion of the \$5,000,000 Restoration Plan.

DESCRIPTION OF THE PAPERS

This collection consists of three large boxes containing administration and financial records with correspondence related thereto, grant and fund-raising detail, and project proposals with contracts and agreements covering the five year program of the Foundation for the New Haven Green, Inc.

BOX 1 includes incorporation and dissolution papers, minutes of the Board of Directors and Executive Committee meetings, various sub-committee reports and general correspondence, legal and tax matters, management and planning services, public relations and advertising material, budget and financial statements, and auditors' reports.

BOX 2 contains correspondence and reports relating to foundation, state and city grants, and detailed lists of pledges and contributions from individual and company donors.

BOX 3 contains fund-raising reports and correspondence, and concludes the collection with all correspondence, reports and agreements relating to specific improvement and restoration projects on the Green, and contractors' billing and payment detail.

In addition to the boxed material there are some oversized items on shelf. These are rolled drawings and layout plans of various aspects of the improvement projects.

These papers were conveyed to the New Haven Colony Historical Society by Alfred W. Van Sinderen on behalf of the Foundation for the New Haven Green on Jan. 7, 1992. There are no restrictions on access to this material.

CONTENTS OF BOX 1ADMINISTRATIONFolders:

- A Incorporation
- Correspondence - 1986
Certificate of Corporation - 1986
By-Laws - 1986
- Dissolution
- Correspondence - 1991
Certificate of Dissolution - March 31, 1991
List of Officers and Board of Directors
- B Minutes of the Board of Directors
- First Meeting - Mar. 13, 1986
Fall Meeting - Oct. 14, 1986
Annual Meeting - April 2, 1987
Fall Meeting - Sept. 22, 1987
Annual Meeting - April 22, 1988
Fall Meeting - Nov. 17, 1988
Annual Meeting - April 27, 1989
Annual Meeting - April 25, 1990
Final Meeting - March 28, 1991
- Minutes of Executive Committee Meetings
- | | | |
|----------|---------|---------|
| 4/1/86 | 5/21/86 | 9/16/86 |
| 12/11/86 | 3/2/87 | 6/23/87 |
| 11/2/87 | 1/14/88 | 9/22/88 |
| 3/23/89 | 9/19/89 | 12/6/90 |
- Nominating Committee Reports and Correspondence
- C Various Sub-Committee Reports, Memoranda and Correspondence
- Community Awareness Committee
School Programs Committee
Marketing Committee
Speakers Bureau Committee
Fund-raising/Finance Committee
- D Lists of Officers, Board of Directors, and Executive
Committee 1987-1990
- E, E1 General Correspondence 1986-1991

ADMINISTRATION (Cont'd)Folders:

- F Correspondence with Falcone Art Studio concerning the production, marketing, and distribution of the limited edition print, "New Haven Green from Bennett Plaza".
- Papers and correspondence re the Green Celebration Ceremony of Sept. 27, 1990
- Mayor Biagio DiLieto's statement of May 7, 1986 to the Board of Aldermen re the Green Restoration Project
- G Legal and Tax Matters
- Power of Attorney to Charles N. Schenk III and Charles C. Kingsley of Wiggan and Dana, New Haven, CT 7/21/86
- Copy of regulations governing use of the New Haven Green
- State of Connecticut - Tax Exemption Permit 10/23/87
- Correspondence with Internal Revenue Service and forms re organizations exempt from income tax.
- Easement Agreement between City of New Haven and Yale University re bus shelters on Temple Street
- Reports to State of Connecticut - Department of Consumer Protection - 1989-1990
- Employer Status Report to State of Connecticut Dept. of Labor - June 6, 1991
- H Management and Planning Services
- 4/7/86 - Letter of Agreement for services by Parisky Associates, Hartford, CT covering period 3/15/86-3/15/87
- 3/25/87 - Letter of Agreement with Parisky for period 3/15/87 - 3/14/88
- 3/23/88 - Letter of Agreement with Parisky for period 3/15/88 - 3/14/89
- 2/23/89 - Letter of Agreement with Parisky for period 3/15/89 - 3/14/90
- 3/20/90 - Letter of Agreement with Parisky for period 3/15/90 - 3/14/91

ADMINISTRATION (Cont'd)Folders:I Public Relations and Advertising

Correspondence and billing with Sterling Associates on production of materials for marketing and advertising relating to fund-raising.

J Correspondence and miscellaneous papers concerning the Speakers Bureau.

Copies of the publication Green News.

Copy of the Supplement to the New Haven Register entitled The Future of the New Haven Green - 8/23/86

Miscellaneous news and press releases

Brochures -

New Haven Green - Draft of a Restoration Plan

New Haven Green - Operating Plan

Final published plan - paperback booklet

FINANCIAL

K Original Budget - October 1986

Budgets and Cash Flow Statements

Quarterly Reports - Mar. 31, 1987 to Oct.31, 1990

Connecticut Bank and Trust Co. Account Balances 1986-1990

Financial Reports prepared by Fitzpatrick and Genovese, CPAs

L Auditors' Reports

Ernst and Whinney 1987-1989

DeLoitte and Touche 1990-1991

GRANTS

Folders:

- M Foundation Grants
 - New Haven Foundation - Grant of \$300,000
 - Correspondence and Memoranda 1986-1989
 - Endowment Fund for the New Haven Green - Instrument 7-24-87
 - Annual Reports of New Haven Foundation - 1988-89-90
 - Correspondence with other foundations re grant requests
 - N State and City Grants
 - Correspondence, requests and agreements
 - Testimony of Alfred W. Van Sinderen before the State Planning and Development Commission - Feb. 9, 1987
- FUND-RAISING
- O Direct Mail contacts - Master List of possible contributors
 - Small gifts - newspaper and magazine coupon gifts
 - Correspondence with various trusts re gifts
 - P,Pl 1638 Club - Pledges and acknowledgments to individual donors
 - Q Correspondence and planning re 1638 Club gala event 10/15/88
 - R,Rl Contributions by companies and thank you letters to same

CONTENTS OF BOX 3

FUND-RAISING (cont'd)

- S List of major corporate contacts and results
- T List of potential donors and results
- U Letters requesting contributions with no reply
- V Status of pledges receivable as of Dec. 31, 1990
- W Rally Round the Green money
- X Contributions from various trust funds

PROJECTSFolders :

Y Projects Committee Correspondence - 1986

Correspondence and meetings concerning Green projects which involved the churches.

Correspondence re Staff Support Committee

Z,Z1 Contract with architects, Quennell Rothschild Associates for construction administration covering Bennett Plaza and the Green's gateway corners - 5/13/1987.

Various other contracts and agreements with Quennell Rothschild Associates for specific improvements.

Contract Agreement re New Haven Green projects with Greiner Engineering, Wallingford, CT for topographic and engineering services.

Contract with C. J. Fucci for lighting and entry site work - Mar. 30, 1989

Correspondence, bids, and construction papers for the Bennett Plaza

Correspondence, Plans, and drawings concerning relocation of public telephones, entry way improvements, lighting, etc.

AA Payments to contractors, status of contracts, and completion reports.

BB Various papers, correspondence, plans, contracts, and meetings involving Quennell Rothschild C. J. Fucci re Temple St. site work.

CC Correspondence, billing, proposals, bids, and contracts relating to tree improvement and care on the Green primarily with Walgren Tree Care, Inc.

Oversize items on shelf -

Rolled drawings -

United Church, Elm and Temple St. - layout plan

Complete set of drawings - 27 plans and layouts

Proposed plans for Temple St. Bus Stop

Poster - Three Churches on the Green