

Yale University President's Public Service Fellowship
Summer 2021

Proposal for Fellow working remotely for organization

Organization: The Committee of the Proprietors of the Common and Undivided Lands in New Haven

- Full street address of organization: P.O. Box 8835, New Haven, CT 06511 (mailing address)
 - Website: newhavengreen.org
 - Name and title of person who will be the Fellow's direct supervisor: Christy Hass, New Haven Managing Director,
 - Phone number and e-mail address of proposed direct supervisor: chassconsulting@gmail.com
(860) 575-3443
 - Placement dates: Yes
 - Are placement dates flexible? Are you able to accommodate a Fellow working in a different time zone? Yes, flexible. We are not able to accommodate someone in a different time zone.
 - Proposed 37.5 hour per week work schedule: Yes
 - Organization description: The Committee of the Proprietors of Common and Undivided Lands at New Haven was established in 1810. Five trustees act to preserve the Green's history, preventing its commercialization and ensuring that it remains an open and beautiful green space for enjoyment by the community. The Green is now designated a city park district, ensuring it remains in the public domain.
 - **Write a 1-2 sentence summary of the work that the Fellow would be conducting:** We have many years-worth of historic documents that need to be categorized and digitized. In addition, we would create a retrievable archive to maintain documents and for the public to use.
 - Write a more complete description of the specific project you propose and list the duties/outcomes expected of the Fellow. *See below****
 - List specific skills/experience required for this work:
Familiar with historic documents and how to manage them, methodical and logical, organized, able to determine how to save and retrieve documents, and make recommendation to the Proprietors on which software to use for retrieval process.
 - Equipment/resources you will provide to help Fellow conduct work: Computer, scanner, phone.
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- Briefly describe the work that Yale PPSF Fellows have done with your organization in the past and present. If you have not worked with Yale Fellows, describe any work that Yale students have done with your organization. We have not used Yale Fellows in the past, but are very excited at the possibility.

Complete Description of Project

The Committee of the Proprietors of the Common and Undivided Lands in New Haven govern the New Haven Green. The history of the New Haven Green is long and interesting. The New Haven Green was established as the marketplace of the Puritans' New Haven Colony and has seen much in its 379-year-plus history.

In 1641, English engineer John Brockett platted the village and created the Green as a marketplace with a meeting house at the center. The New Haven Green is privately owned, and in 1805 prominent New Haven residents who retain legal rights to control the Green's common land formed a committee that assumes these responsibilities. Subsequent committee members, known as The Proprietors, hold the Green's legal rights to this day. The Green is now designated a city park district, ensuring it remains in the public domain

The Committee of the Proprietors of the Common and Undivided Lands in New Haven holds many historic records at the New Haven Historic Society. The documents are important to our organization as well as the City and historians. They need to be retained for future reference or regulatory compliance reasons. The records include correspondence, diaries, financial and legal documents and photographs.

Our first goal is to have all of the possible historic documents digitized so that they are saved for future generations. A secondary goal is to find a way to have the documents able to be electronically retrieved.

Currently, the documents are in the New Haven Historic Museum, and are in danger of disintegrating or being damaged to a point where they are not able to be read. They, or their digitized version, must be stored safely for long term retention.

There are many other sources of material that would be gathered and archived from many sources including: New Haven Parks Commission minutes over the centuries, City records in City Plan and the Board of Alderman, Yale University historical information that may include mention of the New Haven Green, minutes from State of Connecticut Historical Preservation office as they declared the Green a National Historical site, New Haven Church records from the three churches on the Green, and other non-profit groups who have had contact with the Green over the years. This information would be organized and archived. In addition, the Fellow will be able to research the usage of the Green over the past 20 years to organize and prepare for use in creating a comprehensive program listing for future usage of the Green.

This Fellow could also help to prepare positive activity and programs to be offered on the Green. The intent would be to develop programs on a year-round basis to enliven the Downtown area and the Green and draw the public to this exceptional public space. It would be the intention of this program to create historical documents that will help drive the future of The New Haven Green.
