

NEW HAVEN COLONY HISTORICAL SOCIETY

LIBRARY

Manuscripts

No. B20

Date processed: February, 1979

- I. Title The Civil Defense Collection, (1940-1947)
- II. The papers of The New Haven Defense Council(1940-43) and the New Haven War Council, deposited in the Library in Oct.-Nov.,1945 , by (1943-45), plus a few documents from 1946-1947
The New Haven War Council. converted the deposit to a gift.
- III. Linear feet of shelf space occupied:
Approximate number of items: 37,000 documents (115 boxes, 5 films in oversize containers)
- IV. Restrictions:
- V. Literary rights of the unpublished writings of in these papers, and in other collections of papers in the custody of the New Haven Colony Historical Society Library, have been dedicated to the New Haven Colony Historical Society.
- VI. Press release was issued on
- VII. Biographical note: See pages 2-6
- VIII. Analysis: See page 7

Biographical Note: The New Haven Defense Council was established in September of 1940 to prepare the civilian population of New Haven to deal with the possibility of bombardment from the air, or from naval vessels at sea, and to mobilize the city to assist in other ways in the coming war effort.

With war raging in Europe and with cities in the British Isles being under daily bombardment from the air, such defense councils were formed throughout the United States at that time in anticipation that the conflict would spread to North America. The New Haven Defense Council continued in existence until it was demobilized on June 18, 1945, shortly after the Allied victory in Europe over Germany (May 8, 1945). From March 18, 1943 until the end of its existence it was known as the New Haven War Council.

The Council was headed by an executive director, assisted by an administrative and office staff. It was housed in the offices of the New Haven Chamber of Commerce, then at 152 Temple Street in downtown New Haven, with the exception of its Speakers Bureau which had its offices at the local Community Chest Headquarters, 165 Elm Street. The Chamber of Commerce donated office space at its Temple Street location. The Council's top executives served without pay. A budget, half funded by the City of New Haven and the other half by the Community Chest, provided for an office staff and supplies.

The Defense Council had a number of functions. Foremost was the training and maintenance of a volunteer air raid warden organization, under the direction of a Chief Air Raid Warden, whose office was located at the Council's headquarters. The air raid warden organization consisted of some 5,000 men and women citizen volunteers who were assigned to serve in the neighborhood in which they resided, or the plant in which they worked. The warden was responsible for enforcing dimout regulations (wartime reduced lighting standards to make cities less visible from air or sea to the enemy) and blackout regulations during an air raid practice or actual raid. In case of actual bombardment he was responsible for

the protection of lives and property in his area by giving aid to the injured, fighting small fires, and arranging for medical, fire, or police aid in situations requiring further assistance. He thoroughly familiarized himself with the area he served and the people living or working there so he could be prepared to be of assistance during an emergency. During a practice alert the warden patrolled his neighborhood, and stood ready to report problems to zone headquarters by telephone or messenger.

The emergency communications system consisted of a central report center located at Civilian Defense headquarters. Air raid alerts were signaled by telephone from U.S. Army Headquarters in Boston to the New Haven Warning Center located at the Goffe Street Armory. The Warning Center then passed on word of the alert to the Report Center which in turn alerted the six zone headquarters into which New Haven was divided, major industrial plants, utilities, and municipal departments. Through this system of telephone communications air raid sirens were sounded, wardens alerted to report for duty, and the police and fire departments were alerted. During practice air raids descriptions of mock emergency situations (called incidents) were delivered to some of the wardens who were then obliged to phone them into zone headquarters to test the ability of the system to respond to an actual emergency.

To the Defense Council was also assigned a number of other functions. The most extensive of these during the early days of its existence was a committee on fair rent.

The Fair Rent Committee of New Haven came into existence through formal appointment by Col. Samuel H. Fisher, State Defense Administrator for Connecticut, in the last few days of July, 1941, under guidelines established by the Federal Office of Price Administration to try to keep rents from rising in key defense areas such as New Haven which were beset by a housing shortage caused by a sudden influx of workers needed to man defense plants. The

Committee held its first meeting on August 13, 1941 and continued in existence until June 30, 1942 when the Office of Price Administration's regional office in Hartford took over its functions by appointing a Rent Administrator for the New Haven area.

Chairman of the Committee was Edmund F. Gebhardt, and its staff worker was Miss Violet Bander. Complaints of rent increases were heard before one of five citizen panels formed for that purpose.

In processing a complaint, the Committee's staff prepared figures from the New Haven Tax Assessor's Office on the value of the landlord's property, his taxes, and mortgage, and calculated his income. At the panel hearings, at which both landlord and tenant were asked to appear, the complaint was aired. Unless rental income was insufficient to meet the landlord's expenses, or the landlord had increased the rent to meet the cost of extensive renovations, the Committee usually recommended that the raise be rescinded. Compliance was voluntary.

The Committee also handled serious problems between landlord and tenant, which were often the underlying reason for the rent increases. The Committee's staff tried to resolve disputes. If the landlord would not agree to an amicable solution, the staff tried to help the tenant find another rent through the Defense Council's Homes Registration Bureau and asked the landlord to give the tenant a time extension to find another place to live. In cases in which legal eviction was started, the staff tried to assist by time extensions, and referred cases of inability to pay rent to a social agency.

During its tenure, the Fair Rent Committee took action on 245 rent increase complaints, and handled many other landlord-tenant problems. It seems that the Committee was replaced by a Federal administrator due to the failure of voluntary compliance to keep rents from rising. Mr. Gebhardt

wrote in his final report, which is in Box 42, Folder F, that he felt the committee had done excellent work, but that the refusal of a minority of landlords to co-operate had forced the Federal Office of Price Administration to step in with mandatory rent controls.

The Council also had a Homes Registration Office during the period in which the Fair Rent Committee functioned. The purpose of this agency was to assist the influx of Defense workers who had to migrate to New Haven to work in its Defense plants to find housing, and to help landlords, who wanted to recondition their premises to make room for more tenants get loans from the Federal Government. To aid it in its work, the Office kept records on new arrivals in the city and kept a listing of available rents. Its director was Edward V. Foley.

Other functions assigned to the Council were assistance in War Bond drives, sponsoring community salvage programs for gathering waste paper, metals, and fats for the war effort, and assistance with the Victory Garden program in which city residents raised their own vegetables to help supplement the wartime food supply. These functions, and others, such as a survey of shelters for the public and large aggregations of industrial workers during air raid alerts were carried on by a number of committees and sub-committees. The Consumer Committee assisted with victory gardens, and sponsored classes to teach housewives how to can the vegetables they grew, the Salvage Committee was in charge of gathering waste paper, etc. Many notable New Haveners volunteered their services for the Civilian Defense organization during World War II. The collection includes frequent mention of them, and their correspondence.

The most notable figure was Samuel M. Brownell, who was a Yale professor when he joined the staff of the Council as Deputy Chief Air Raid Warden in charge of education in 1941. After World War II he became head of the

New Haven State Teachers College now known as Southern Connecticut State College. His brother, Herbert Brownell, served as President Eisenhower's campaign manager, and later as Attorney-General of the United States during the President's administration. Samuel Brownell became U.S. Commissioner of Education under President Eisenhower.

Other notable figures were Richard C. Lee, then an officer of the New Haven Chamber of Commerce which was one of the sponsors of the Council, under whose mayoral administration (1954-1970) New Haven gained notable publicity for its extensive redevelopment; Thomas W. Farnam and Charles Woodcock, two Yale officials who became Executive Directors of the Council; New Haven mayor John Murphy whose administration covered World War II, and Bernard P. Kopkind, a prominent New Haven attorney who served as Deputy Chief Air Raid Warden.

Analysis: The collection consists of 115 boxes and 5 items housing some 37,000 documents. The items consist of five films listed in the series on Air Raid Warden Training in metal containers, or film cases. The boxes house correspondence, minutes of meetings, lists of the thousands of people who participated in the Civilian Defense program, plus published materials from the United States and foreign governments, the various states (especially Connecticut) and municipal and private sources about Civilian Defense and related subjects.

The collection has been divided into a number of series, listed on page 8. Material has first been classified by the series to which it pertains, not by the type of material it is. Therefore pamphlets closely related to the work of a particular committee have been left with the files of that committee, not placed with the section on printed materials. Original arrangement has been maintained as far as possible. Dated items, especially correspondence, are in chronological order where practicable. Notations as to the method of arrangement of an individual folder, are found in the contents and on the folder itself. Correspondence, minutes, and printed pamphlets were often found in the same folder, and have been so left. All folders, whenever possible, have been labeled with the dates covered by their contents.

The bulk of this material deals with the period in which the Civilian Defense organization was known as the New Haven Defense council. To provide for uniformity within the collection, folders during the period the Council was known as the New Haven War Council are labeled "Defense (War) Council."

The collection has been divided into the ten series listed below. Items having dates are arranged chronologically unless noted otherwise.

<u>Series</u>		<u>Boxes</u>
I	Civilian Defense Office	1-15
II	Publicity	16-29
III	Speaker's Bureau (includes Volunteer Bureau)	30-31
IV	Committees	32-41
V	Fair Rent Committee	42-45
VI	Homes Registration Office	46-49
VII	Printed Materials	50-64
VIII	Chief Air Raid Warden's Office	65-97
IX	Air Raid Warden Training	98-108
X	Industrial Plant Protection	109-115

SERIES I - CIVILIAN DEFENSE OFFICE (General files of the main Civilian Defense Office) BOXES 1-15

<u>BOXES</u>		<u>FOLDERS</u>
1-4	GENERAL CORRESPONDENCE - 1940-1943 Arranged in one alphabet, incoming correspondence by author, outgoing correspondence by addressee. New Haven city agencies listed under "New Haven," Federal agencies under "U.S. Government." For Red Cross see Box 7.	
1	Correspondence A - M	A-Q
2	Correspondence N	A-Q
3	Correspondence O - Z	A-V
4	Inter-office correspondence from one official of the Defense Council to another. Separate folder for each official. Includes folder for Samuel M. Brownell (1900-)	A-H
5 and 6	FILES OF THOMAS W. FARNAM (1877-1943), Director, New Haven Defense Council - June 20, 1940-December 5, 1942	
5	Correspondence and memos. Arranged chronologically	A-N
6	Notes and other reference materials	A-F
7	American Red Cross - Correspondence with Defense Council, agreements, etc. (For printed materials issued by the American Red Cross see Box 59)	A-H
8	Organization of the Council. Minutes of meetings involving the Council itself. First half of box - organization; second half of box - minutes	A-Q
9	Contacts with miscellaneous organizations	A-F

SERIES I - CIVILIAN DEFENSE OFFICE (cont.)

<u>BCX</u>		<u>FOLDERS</u>
10	Bills, requisitions, budgets - 1941-1945. Folders arranged chronologically. Budgets - City of New Haven - 1942-1944 in Folder J	A-J
11	Purchasing of supplies, catalogs for office supplies, etc.	A-J
12	Printing orders - 1941-43. Folders arranged numerically. Guide to system for ordering in Folder A	A-F
13	Exhibits and special events - 1941-1942 (first half of box); post-war activities with veterans - 1945-1947 (second half of box)	A-G
14	Service Ribbons - list of recipients, etc. (given after 500 of more volunteer service hours in Civilian Defense)	A-K
15	Other Civilian Defense Council awards - Home Safety Award, Meritorious Service Certificate, National Security Award	A-C

SERIES II - PUBLICITY Press releases, newspaper articles, etc.
BOXES 16-29

16 and 17	TYPESCRIPTS OF PRESS RELEASES	
16	July, 1941-December, 1941	A-E
17	1941 miscellaneous; 1942-1944	A-J
18 and 19	TYPESCRIPTS OF RADIO PUBLICITY. Arranged chronologically by date of release. Pertinent correspondence pertaining to the releases filed with the releases.	
18	1941-March 31, 1942	A-F
19	April 1, 1942-1944	A-G
20-29	NEWSPAPER CLIPPINGS ABOUT CIVILIAN DEFENSE, JULY 1941-DECEMBER, 1944. Most were issued by the New Haven Defense Council. Clippings in each folder in reverse chronological order. <u>VERY FRAGILE.</u>	
20	July-December, 1941	A-I
21	January, 1942-March 20, 1942	A-I
22	March 21 - May 31, 1942	A-G
23	June 11, 1942 - August 31, 1942	A-G
24	September 1, 1942-October 31, 1942	A-G
25	November 1, 1942 - December 31, 1942	
	Housing clippings-January 29, 1942-February 27, 1942	A-F
26	January 1, 1943-March 31, 1943	A-M
27	April 1, 1943-December, 1943	A-I
28	January, 1944 - December, 1944	A-L
29	Defense Council calendars of events - January, 1943-July, 1943	A-H

SERIES III

SPEAKER'S BUREAU Boxes 30 and 31
(includes Volunteer Bureau in Box 31)

<u>BOX</u>		<u>FOLDERS</u>
30	Organization of the Bureau, minutes, correspondence, material for speakers. Speeches delivered, speakers, etc. Individual folders about important talks.	A-R
31	Speaker's Bureau (continued), and Volunteer Bureau (1943-1945). In connection with the Volunteer Bureau see also the files of the earlier Enrollment of Volunteers and Auxiliary Aid Sub-committee in Box 34.	A-H

SERIES IV

DEFENSE COUNCIL COMMITTEES Boxes 32-41

32	Committee organization and committee lists Basic Human Necessities Committee (food, clothing, etc. during an emergency) Blackout, Dimout Committee	A-L M N
33	Communications Committee Conservation Committee Consumer Committee ; Ration card, books, rules L ₁ Emergency Transportation Committee see Transportation Committee	A-C D E-L
34	Education Sub-committee Enrollment of Volunteers and Auxiliary Aid Sub-committee (for Volunteer Bureau see Box 31)	A B-D
35	Evacuation Sub-committee Evacuation of Aged and Chronically Ill Committee Finance Sub-committee Health, Welfare, and Recreation Committee	A-B C D-G H-K
36	Medical Aid Sub-committee	A-J
	Public Enlightenment Sub-committee see Speaker's Bureau Boxes 30-31	
37	Registration, Information, and Relief Sub-committee	A
38	(Air Raid) Shelter Sub-committee	A-I
39	(Air Raid) Shelter Sub-committee (continued)	A-E
40	Social Protection (Venereal Disease) Committee Survey Sub-committee	A B-F
41	Unity and Amity Committee War Bonds Committee	A B-D

SERIES V

FAIR RENT COMMITTEE OFFICE Boxes 42-45

42	General correspondence, reports, and newspaper articles Relations with the State Defense Council and Federal Office of Price Administration Tenant complaints and eviction cases	A-C D-F G-M
43-45	RENT INCREASE CASES Arranged in numerical sequence	
43	Cases 1-69	A-H
44	Cases 70-139	A-G
45	Cases 140-245	A-K

SERIES VI

HOMES REGISTRATION OFFICE

Boxes 46-49

BOXFOLDERS

46	Administrative files. Folders listed in alphabetical order. Items within folders arranged chronologically.	A-I
47	Housing statistics - New Haven and U.S. - 1941-1942 Some printed. Material within folders arranged chronologically.	A-I
48	Correspondence requesting services from the Office Listing of new vacant rents and rents filled Statistics and reports of the Office's activity Home Reconditioning services	A-C D-H I-L M-Q
49	Home Reconditioning cases. Arranged numerically by case numbers. Guide to cases, services rendered, etc. Cases 1-70	A B-O

SERIES VII

PRINTED MATERIALS Boxes 50-64 Booklets, pamphlets, and circulars

50 and 51	GREAT BRITAIN. CIVILIAN DEFENSE PAMPHLETS Folders arranged by subject (Air Raid Pamphlets) or name of publication ("Bulletins from Britain") in one alphabet. Various issues of a periodical are arranged in chronological order.	
50	Printed materials - A-B	A-I
51	Printed materials - C-Z, miscellaneous	A-F
52 and 53	CIVILIAN DEFENSE PAMPHLETS FROM CITIES, STATES, OR CANADA PER LISTING BELOW:	
52	Boston, Massachusetts Canada Honolulu, Hawaii Los Angeles, California Maine Massachusetts	A B-D E-F G H I-J
53	New York (City) New York (State) Westchester County, New York	A B-C D
54-58	Pamphlets, etc. about Civilian Defense by subject (e.g. Bombs, Blackouts). Many pertain to warden training, warden organization, etc.	
54	Pamphlets A-B	A-E
55	Pamphlets C-D	A-G
56	Pamphlets F-Industry	A-H
57	Pamphlets Industrial Plant Protection - T	A-H
58	Pamphlets U-Z, miscellaneous	A-F
59	Pamphlets from various organizations about Civilian Defense: American Medical Association American Red Cross Boy and Girl Scouts Chamber of Commerce - New Haven (for Chamber of Commerce Credit bulletins see Homes Registration Office - Box 47)	A B C D-E

SERIES VII PRINTED MATERIALS (continued)

<u>BOX</u>		<u>FOLDERS</u>
60 and 61	BULLETINS, REPORTS, ETC. FROM THE CONNECTICUT DEFENSE (WAR) COUNCIL	
60	Bulletins 1941-February, 1943	A-H
61	Bulletins March, 1943-1944	A-I
62	U.S. Government, Office of Civilian Defense - Newsletters and miscellaneous publications from the Connecticut Defense and War Councils, also from other State of Connecticut agencies	A-H
63	"Defense" ("Victory") Magazine	A-F
64	"Civilian Front" (newspaper)	A-I
SERIES VIII	CHIEF AIR RAID WARDEN'S OFFICE Boxes 65-97 (abbreviated to "Warden's Office" on folders of the collection for lack of space)	
65	Warden's Office. Organization, administration etc.	A-N
66	General correspondence and correspondence with the Connecticut Defense Council	A-L
67	Correspondence with other outside agencies - 1941-43	A-G
68	Lists of wardens by zone, Zone Warden's correspondence, etc.	A-O
69	Zone and precinct warden meetings	A-K
70	Communications from the Chief Air Raid Warden's Office to zone wardens	A-E
71	Loans of equipment, miscellaneous purchasing	A-J
72	Civilian Defense equipment catalogs. Arranged alphabetically by type of item	A-F
73	Essential Vehicle Movement Permits	A-D
74	Warden, etc. identification cards. Correspondence and lists of cardholders from Chief Air Raid Warden's Office	A-T
75	Police Identification Cards. Issued to air raid wardens and other Civilian Defense workers. From New Haven Police Department files.	A-J
76	Specialized personnel - Auxiliary firemen, auxiliary policemen, and Bomb Reconnaissance Squad	A-F
77	Surveys of Connecticut fire and police departments	A-C
78	Compensation cases regarding injury to air raid wardens and other Civilian Defense workers while on duty	A-D
79	Survey of buildings in Warden Zone III, 1942. Other surveys, 1941, 1942	A-D
80	Air raid signals - correspondence about their audibility, etc.	A-I
81	New Haven Report (control) Center	A-P
82	Air raid protection plans - Yale University, New Haven County Jail, churches, synagogues	A-D
83	Blackout, dimout regulations from U.S. Army, State of Connecticut, etc.	A-F
84	Dimouts - regulations, correspondence, violations, etc.	A-K
85	Air Raid Tests - Organization, correspondence, violations, etc. 1941-1942	A-I
86	Air raid tests - organization, administration, correspondence about violations. Lists of blind and hard of hearing in New Haven, 1942	A-K

SERIES VIII CHIEF AIR RAID WARDEN'S OFFICE (continued)

<u>BOX</u>		<u>FOLDERS</u>
87	Air Raid Organization reports - October 1, 1941- October 31, 1942	A-H
88	Reports of air raid tests - Apr. 23, 1942- Sept. 22, 1942	A-L
89	Reports of air raid tests - Sept. 25, 1942-May 26, 1943	A-L
90	Reports of air raid tests - June 10, 1943-July 21, 1943	A-H
91	Reports of air raid tests - August 8 and 24, 1943	A-G
92	Reports of air raid tests - Sept. 17 and Oct. 7, 1943	A-H
93	Reports of air raid test - Oct. 7, 1943 (continued)	A-H
94	Reports of air raid test - Nov. 16, 1943	A-G
95	Reports of air raid tests - Dec. 30, 1943, Jan. 30, 1944	A-I
96	Reports of air raid test - Jan. 30, 1944 (cont.)	A-J
97	Miscellaneous air raid test sets - 1943? 1944?	A-D

SERIES IX

AIR RAID WARDEN TRAINING Boxes 98-108, Items I-V
(for Industrial Plant Protection and the training of
air raid wardens for industrial plants see Series X)

98-101	WARDEN TRAINING MATERIALS - NOTEBOOKS, LITERATURE, ETC.	
98	Warden's Training manuals and noetbooks, etc.	A-K
99	Mimeographed materials for courses, etc. - I	A-G
100	Mimeographed materials for courses, etc. - II	A-F
101	Mimeographed materials for courses, etc. - III	A-G
102	War Gas Identification Kits (2) <u>Simulated</u> war gases in bottles. Folder A contains information about the kits. A, Kits 1 & 2	
103	Film catalogs and film requests to be used in warden training courses	A-N
104	Warden training films: I - "Air Raid Warden"* IIA-and IIB - "Before the Doctor Comes"* III - "The Civilian Serves"* IV - "Fighting the Fire Bomb"*	
105	Specialized warden courses: Deputy Chief Air Raid Warden, First Aid, messengers	A-H
106	Warden training organization folders, undated folders, training courses - November, 1941 - December, 1942	A-M
107	Courses - September, 1942 - December, 1942	A-G
108	Courses - 1942? - 1943	

FILMS IN OVERSIZED CONTAINERS:

Item I - "The Warning"*
Item II - "They're Dropping Incindiaries"*
Item III - Aerial films of New Britain, Connecticut No. 1-63 [sic]
Item IV - Aerial films of New Britain, Connecticut No. 56-115 [sic]
Item V - Aerial films of Englewood, Colorado

Oversize item VI - Home Defense Magazine, N.H. Sunday Register, May 3, 1942

* COPIES OF THE FILMS ARE ALSO AVAILABLE ON VIDEOTAPE, DEC. 1993.

SERIES X	INDUSTRIAL PLANT PROTECTION	BOXES 108-114	<u>FOLDERS</u>
<u>BOX</u>			<u>FOLDERS</u>
109	Files from the office of Herbert M. Nicholas who was in charge of working with New Haven industries to prepare for possible air attack in World War II		
109	Correspondence; November 1941 - 1943		A-H
110-111	INDUSTRIAL WARDEN TRAINING, TRAINING MATERIALS, ENROLLMENT, ETC. 1941-1943		
110	Training materials for courses, participants arranged by date of course		A-K
111	Training materials for courses mostly from notebook		A-E
112	Lists of industries, plans for plant protection, industrial protection literature (for literature see also boxes 56 and 57)		A-P
113-114	REPORTS FROM THE INDUSTRIAL PLANTS ABOUT THEIR AIR RAID PRECAUTIONS - 1942		
113	Reports arranged by firm as originally found		A-F
114	Folders A-B - same as box 113 Folder C - American Steel & Wire Works. Folder D - Berger Brothers Co.		A-D
115	Armbands and flag (11 armbands, one flag)		A-B

ADDITIONS - 2000

BOX 116 U.S. Coast Guard Auxiliary - History of Flotilla 706 1942-1945

PHOTOGRAPHS - Phalarope, Grace L, and Carol L II
History, Miscellaneous Events, Honor Roll, Members, Members
of the Yale Division, Boats used on Patrol - 11 in all,
Winter Patrol - All Quiet on the Quinnipiac, Poems by
William Hutchins, SHIELD OF HONOR Presentation and History
by Samuel A. Galpin , grantee