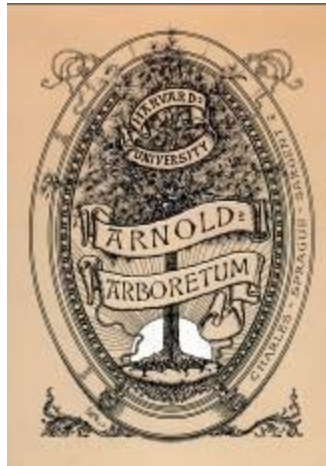


Archives I A-7

**National Park Service agreement, 1991-2001: Guide**



**The Arnold Arboretum of Harvard University**

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## National Park Service agreement, 1991-2001

Archives of the Arnold Arboretum of Harvard University  
125 Arborway, Jamaica Plain, Massachusetts

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### Descriptive Summary

**Repository:** Arnold Arboretum, Jamaica Plain, MA 02130

**Call No.:** I A-7

**Location:** Archives

**Title:** National Park Service agreement

**Date(s):** 1991-2001

**Creator:** Arnold Arboretum of Harvard University and the National Park Service

**Quantity:** 1.5 linear feet

**Language of material:** English

**Abstract:** In 1991 the Arnold Arboretum signed a cooperative agreement with the National Park Service (NPS) with the purpose of setting up a structure to collaborate on a range of programs and services in the area of historic landscape preservation. One of the goals of the original collaboration was to establish the Olmsted Center for Landscape Preservation as a joint venture of the NPS and the Arnold Arboretum. After extensive planning and research, the administrative complications of joining a Federal agency and a unit of a large university prevented a formal partnership and the collaboration ended in the late 1990s. The Olmsted Center continues as a program of the NPS. The bulk of the collection reflects 17 signed amendments to the initial cooperative agreement between the Arboretum and the NPS (1991).

**Note:** Access to Finding Aid record in [HOLLIS](#).

**Preferred Citation:** National Park Service agreement, 1991-2001, Archives of the Arnold Arboretum of Harvard University.

### Processing Information

2006, revised 2007, revised 2011 Emily Toner. Finding aid template applied 2011.  
Revised 2023 Larissa Glasser.

### Acquisition Information

**Provenance:** This collection was transferred to the Archives by staff involved with the joint projects of the Arnold Arboretum and the Olmsted Center for Landscape Preservation of the National Park Service in 2009.

### Terms of Access

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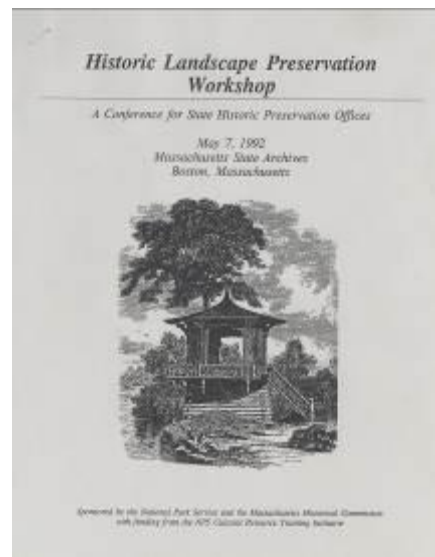
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### Historical Note

In 1991 the Arnold Arboretum of Harvard University signed a cooperative agreement with the [National Park Service](#) (NPS) with the purpose of setting up a structure to collaborate on a range of programs and services in the area of historic landscape preservation. The collaboration brought together the resources of the North Atlantic Region of National Park Service, which owns and manages one of the largest groups of historic gardens and cultural landscapes in the country, and the Arnold Arboretum, which has been collecting and curating plants hardy in the North Temperate Zone for over 100 years. The design of the Arboretum itself was a joint effort in the late 1880s and 1890s of landscape architect Frederick Law Olmsted (1822-1903) and Charles Sprague Sargent (1841-1927), the Arboretum's first director. This new collaboration linked the Arboretum with the [Olmsted Center for Landscape Preservation](#) housed at the [Frederick Law Olmsted National Historic Site](#) in Brookline, Massachusetts.



Historic Landscape Preservation Workshop packet, May 7, 1992

The cooperative agreement was signed by Robert Cook, director of the Arboretum, and by Nora Mitchell of the National Park Service. Phyllis Andersen was hired by the Arboretum in 1992 to manage the cooperative projects. Arboretum staff members that participated in the projects were: Peter del Tredici, Gary Koller, Jack Alexander, Tom Ward, and Stephen Spongberg. Project personnel hired by the Arboretum for specific projects included Kristin Claeys Baker and Kirsten Thornton. The National Park Service staff included Charles Pepper, Lauren Meier, Margie Coffin, Rolf Diamant and Paul Weinbaum. The cooperative agreement created a number of individual projects: a historic landscape maintenance workshop held in 1991, a cultural

landscape report and treatment plan for the Frederick Law Olmsted National Historic Site, plant inventories of seven National Park Service sites (Adams National Historic Park, Saint Gaudens National Historic Site, Longfellow National Historic Site,



Kirsten Thornton and Tom Ward working on the Historic Plant Nursery, Arnold Arboretum, April, 1995

Glenmont National Historic Site, Vanderbilt National Historic Site, and the Sagamore Hill Theodore Roosevelt National Historic Site). The Historic Plant Preservation project included a historic plant nursery established at the Arnold Arboretum for plants propagated from NPS historic sites to serve as future replacements for significant specimens. A guide to preparing a plant inventory for a historic site and a manual for maintaining a historic plant nursery was prepared. The historic plant nursery eventually moved from the Arboretum to the

[Lyman Estate](#) in Waltham Massachusetts owned and managed by Historic New England.

One of the final projects of the collaborative venture was a Historic Resource Study for the [Marsh-Billings National Historic Site](#) in Woodstock, Vermont. Several academic historians (Robert Dorman, Mark Madison, and Daniel Nadenicek) were commissioned to prepare segments of this site history.

One of the goals of the original collaboration was to establish the Olmsted Center for Landscape Preservation as a joint venture of the NPS and the Arnold Arboretum. After extensive planning and research, the administrative complications of joining a Federal agency and a unit of a large university prevented a formal partnership and the collaboration ended in the late 1990s. The Olmsted Center continues as a program of the NPS.

### **Scope and Content**

Dating from 1991-2001 the collection contains correspondence, cooperative agreements, meeting notes, performance updates, photographic slides, drafts of publications, as well as budgetary, programmatic and staff information for the joint projects of the Arnold Arboretum and the Olmsted Center for Landscape Preservation of the National Park Service. The bulk of the collection reflects 17 signed amendments to the initial cooperative agreement between the Arboretum and the NPS (1991). The amendments and their supporting documents outline programmatic initiatives and extensions undertaken between the two institutions throughout the 1990's.

### **Arrangement**

This collection is arranged in 5 series:

- Series I:** National Park Service and the Arnold Arboretum Cooperative Agreement (CA1600-1- 90090)
- Series II:** Institute for Cultural Landscape Studies at the Arnold Arboretum and the National Park Service, Olmsted Center for Landscape Preservation
- Series III:** Olmsted Center for Landscape Preservation
- Series IV:** National Park Service and the Arnold Arboretum Cooperative Agreement Amendments. 1-17.
- Series V:** Slides

## **Container List**

### **Box 1**

#### **Series I: National Park Service and the Arnold Arboretum Cooperative Agreement (CA1600-1- 90090)**

##### **Folder**

1. Material includes a copy of the agreement, quarterly performance updates (1993-1996), federal requirements, and correspondence (1993-1995).
2. Workshops and Programs: Contains brochures, workshop packets, and budget data, agendas, lesson plans, and correspondence, proposals for other grants: meeting notes, correspondence, and personnel (Phyllis Andersen, Bob Cook, Peter Del Tredici, Tom Ward, Richard Schulhoff, Pamela J. Thompson, Lauren Meier).

#### **Series II: Institute for Cultural Landscape Studies at the Arnold Arboretum and the National Park Service, Olmsted Center for Landscape Preservation**

##### **Folder**

1. Memo of Understanding, charter and mission statement drafts, strategic plan, multiyear plan, work plans, long-range plans and projects, organizational charts, staff lists, personnel, employment opportunity information, maps, correspondence, progress reports for 1993/94, 1994, 1996/97. Promotional materials and details about the Olmsted Center for Landscape Preservation winning of American Society of Landscape Architecture Public Landscapes of America award, 1994.

#### **Series III: Olmsted Center for Landscape Preservation**

##### **Folder**

1. Strategy/Planning Meetings, Notes and Minutes, 1993-1996; Managers Meeting 1/5/1994 contains meeting agenda, notes, and work plans; staff Meetings 1994-1995, contains meeting agendas, notes, and minutes. Personnel included: Phyllis Andersen, Margaret Coffin, Bob Cook, Rolf Diamant, B.J. Dunn, Lee Farrow, Heidi Houhman, Lauren Meier, Nora Mitchell, Charlie Pepper, and Richard Schulhoff.
2. Publication and Planning Work Groups, Meeting Notes and Minutes 1994-1995 Miscellaneous personal notes, mostly undated.

3. Applications, meeting notes, and memos, pertaining to potential projects for Arnold Arboretum and Olmsted Center for Landscape Preservation collaboration.
4. Steering Committee Meeting: March 21, 1994 (Members: Bob Cook , Ted Davis, Diane Dayson, Rolf Diamant, Lee Farrow, Joe Finan, Mary Foley, Larry Gall, Vidal Martinez, Bob McIntosh, Nora Mitchell, Nancy Nelson, Sarah Olsen, Dave Price, Dave Rose, Terry Savage).
5. Steering Committee Meeting: March 23, 1995
6. Steering Committee Meeting: September 6, 1995
7. Steering Committee Meeting: May 26, 1996. (Members: Paul Haertel, Blaise Davi, Skip Cole, Joe Finan, Joe Avery, Al Farrugio, Larry Gall, Rebecca Harriet, Reed Engle, Janet Wolf, Beth Johnson, John Donahue, Dave Dreier, Joe DiBello, Dorothy Geyer, Bob McIntosh, Rolf Diamant, Nora Mitchell, Lauren Meier, Charlie Pepper, Bob Cook, Phyllis Andersen, Bob Holzheimer, Ken Stephens, Shaun Eyring, David Hollenberg, Marc Koenings).

## **Box 2**

### **Series IV: National Park Service and the Arnold Arboretum Cooperative Agreement Amendments (CA1600-1- 90090)**

#### **Folder**

1. Amendment 1: "Develop Cultural Landscape Educational Programs." July 16, 1991.
  - A. Signed amendment and correspondence between Arnold Arboretum and National Park Service regarding extensions to amendment; proposals for grant-funded projects that would fall under the purview of Amendment 1, as well as notes on those proposals. Historic Landscape Maintenance Workshops held on July 10, 1991, May 5-6, 1993 and July 18-20, 1994: agenda, applications, attendee and participant lists, brochures, correspondence, financial data, invitations, and note.
  - B. Curriculum Project in Historical Landscape Preservation: "Historic Landscape Preservation: A Strategy for Training" papers and drafts (1991-1997), meeting notes and minutes (1992-1993), agendas, correspondence, schedules, proposal for committees, curriculum notes, interview notes with outside experts, and research notes.
2. Amendment 2: "Development of a Cultural Landscape Treatment Plan for Frederick Law Olmsted National historic Site." July 16, 1991. Signed amendment and correspondence between Arnold Arboretum and National Park Service regarding extensions to amendment; proposals and correspondence for Cynthia Zaitzevsky's portion of work for Amendment 2; "Cultural Landscape Report Record of Treatment." Drafts of the report and correspondence.
3. Amendment 3: "Historic Plant Inventory, Data Base, and Management Program Development." September 24, 1992. Signed amendment and correspondence between Arnold Arboretum and National Park Service regarding extensions to amendment. Historic Plant Inventory Project

- Proposal, personnel correspondence and notes regarding specialists for the project, correspondence, documentation for planning of inventory database, bibliographies, project summary report, meeting notes and minutes.
4. Amendment 3: Historic Plant Inventory, Preliminary inventory data collected during project.
  5. Amendment 3: Historic Plant Preservation Program and Plant Nursery, 1995-2001: Contains meeting notes, correspondence, and status sheets for: Adams National Historical Park; Delaware Water Gap National Recreational Area; Olmsted, Longfellow, and Kennedy National Historic Sites; Fredericksburg and Spotsylvania Memorial National Military Park; George Washington Birth place National Monument; Martin Van Buren National Historic Site; Petersburg National Battlefield; Saint Gaudens National Historic Site; Weir Farm National Historic Site; Sagamore Hill National Historic Site; Edison National Historic Site; Hampton National Historic Site; Minuteman National Historical Park; Petersburg National Battlefield, Roosevelt-Vanderbilt National Historic Site.
  6. Amendment 3: "Guide to a Plant Inventory for a Historic Property," draft. Includes project budget, inventory data, schedule, correspondence, notes.
  7. Amendment 3: "Manual to the Historic Plant Nursery," Kirsten J. Thornton, 1997.
  8. Amendment 4: "Develop Cultural Landscape Interpretive Programs." September 24, 1992. Signed amendment and invoice; photocopy of *Arnoldia* article about Forum on Vegetation Management for Historic Sites, 1995; negatives of group photographs from Forum.
  9. Amendment 5: "Historic Plant Inventory, Data Base, and Management Program Development." September 23, 1993. Signed amendment.

**Box 3**

**Series IV: National Park Service and the Arnold Arboretum Cooperative Agreement Amendments (CA1600-1- 90090)**

**Folder**

10. Amendment 6. "To Conduct the Cultural Landscape Inventory for Selected National Parks in the North Atlantic Region." June 3, 1994. Signed amendment and correspondence between Arnold Arboretum and National Park Service regarding extensions to amendment, information regarding new hires under amendment 6; Methodology and Instructions for The Cultural Landscape Inventory; and a blank inventory form: "National Park Survey, Cultural Landscape Inventory, 1998, CLI Coordinator Review Report, Longfellow NHS, Longfellow National Historic Site."
11. Amendment 7: "Development of a Cultural Landscape treatment Plan for Frederick Law Olmsted National historic Site, Phase II." September 7, 1994. Signed amendment and correspondence between Arnold Arboretum and National Park Service, includes notes, personnel: Tracy Boaz, new hire under Amendment 7; Mac Griswold, resume, biography, promotional materials, and correspondence; correspondence, as well as notes, resumes, and references for prospective graphic designers Beth McKinney and Andy Winther.

- 12. Amendment 7: Copies of files from Frederick Law Olmsted National Historic Site regarding "Fairsted."
- 13. Amendment 7: Letters of request and permissions to reproduce images in "Fairsted" publication. Correspondence, notes, and lists regarding distribution of the publication.
- 14. Amendment 7: Mac Griswold, "The Landscape of Fairsted: Home Grounds and Office Setting." Draft 1/3/1996 - 1/7/1997.
- 15. Amendment 7: Cynthia Zaitzevsky, "Final Draft Cultural landscape Report for the Frederick Law Olmsted National Historic Site "Fairsted." Volume 1A; Site History and Illustrations." July, 1994.
- 16. Amendment 7: Cynthia Zaitzevsky, "Final Draft Cultural landscape Report for the Frederick Law Olmsted National Historic Site "Fairsted." Volume 1B: Appendices" July, 1994.

**Box 4**

**Series IV: National Park Service and the Arnold Arboretum Cooperative Agreement) Amendments (CA1600-1- 90090)**

**Folder**

- 17. Amendment 8: "Historic Resource Study for Marsh – Billings National Historic Park." September 6, 1994. Signed amendment and correspondence between Arnold Arboretum and National Park Service also includes project planning and guidelines, summaries of work, correspondence regarding project funding, and meeting notes. Information about the Marsh-Billings-Rockefeller National Historical Park, including workshop reports, promotional materials, and maps of the site.
- 18. Amendment 8: Project personnel, includes lists of possible historians for project, as well as correspondence resumes, and sample chapters from: Rob Dorman, Mark Madison, Greg Mitman and Dan Nadenicek.
- 19. Amendment 8: Rob Dorman, "A People of Progress: The Marsh – Billings Park and the Origins of Conservation in America. 1850-1930." Outline of historical essay. August 15, 1995.
- 20. Amendment 8: Mark Madison, "Stewardship." Working draft of historical essay. July 30, 1996. "Landscapes of Stewardship; The History of the Marsh-Billings Site." Outline of historical essay. January 18, 1999.
- 21. Amendment 8: Dan Nadenicek, "Frederick Billings: The Intellectual and Practical Influences on Forest Planting, 1823-1890." Final Copy.

**Box 5**

**Series IV: National Park Service and the Arnold Arboretum Cooperative Agreement Amendments (CA1600-1- 90090)**

**Folder**

- 22. Amendment 9: "Technical Report on the Treatment of Historic Specimen Plants." September 6, 1994. Signed amendment and planning materials including correspondence, task instructions, workshop details and participant



lists, flow charts, meeting announcements, notes, and minutes 9/1993-8/1995.

- 23.**Amendment 9: "Guide for Replacing Woody Specimen Plant," Prepared by Charles Pepper and Kirsten Thornton. Draft. 12/18/1995. Includes related working materials such as flow charts, illustrations, and notes.
- 24.**Amendment 9: "Draft Treatment Plan; Landscape Restoration Phase I: Nonhistoric Tree and Shrub Removal. Frederick Law Olmsted National Historic Site. Prepared by the National Park Service, Olmsted Center for Landscape Preservation, a partnership between the National Park Service, North Atlantic Region – Cultural Landscape Program, Frederick Law Olmsted National Historic Site and the Arnold Arboretum of Harvard University. May 1994.
- 25.**Amendment 10: "Development of a Training Curriculum for a Workshop on Vegetation Management for Historic Sites." July 27, 1995. Signed amendment and extension requests and correspondence between Arnold Arboretum and National Park Service. Includes funding proposals, notes, and workshop registration forms.
- 26.**Amendment 11: "Development of a Historic Woody Plant Preservation Program, Phase 1." August 21, 1995. Signed amendment, correspondence, proposal for grant-funded project.
- 27.**Amendment 12: "The purpose of the amendment is to update the administrative and other provisions of this cooperative agreement." July 27, 1995. Signed amendment and attachments from US Dept of Interior. Includes funding proposal.
- 28.**Amendment 13: "Development and Implementation of Landscape Education Program." September 14, 1995. Signed amendment and extension requests and correspondence between Arnold Arboretum and National Park Service.
- 29.**National Park Service Cooperative Agreement Amendment 14: "Historic Resource Study for Marsh – Billings National Historic Park: Phase II." September 25, 1995. Signed amendment and extension requests and correspondence between Arnold Arboretum and National Park Service
- 30.**Amendment 15: "Development of a Historic Woody Plant Preservation Program, Phase 2." January 22, 1996. Signed amendment, budget worksheets for Amendment 15, recruitment bulletin for Horticultural Technician position, offer, confirmation letter, invoice guideline, notes, and financial data.
- 31.**Amendment 16: "Development of a Historic Woody Plant Preservation Program, Phase III." April 3, 1997. Signed amendment, extension request and correspondence between Arnold Arboretum and National Park Service.
- 32.**Amendment 17: "Protect and Preserve Historic Specimen Plants." August 31, 1998. Signed amendment and extension requests and correspondence between Arnold Arboretum and National Park Service.

## **Series V: Slides**

### **Folder**

- 1.** Historic Plant Inventory Project Sites:

- Adams National Historical Park, Quincy, MA
  - Frederick Law Olmsted National Historic Site, Brookline, MA
  - Saint Gaudens National Historic Site, Cornish, NH
  - Longfellow Historic Site, Cambridge, MA
  - Glenmont National Historic Site (home of Thomas Edison) East Orange, NJ
  - Vanderbilt National Historic Site, Hyde Park, NY
  - Sagamore Hill Theodore Roosevelt National Historic Site, Oyster Bay, NY
- 2.** Graphics, negatives and invoices for panels, captions and images.