

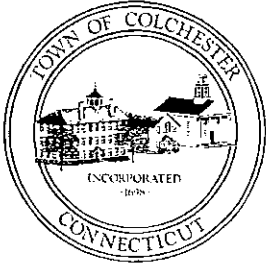
Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Andreas Bisbikos, First Selectman

Board of Selectmen Special Meeting Minutes
Thursday, May 31st, 2022, at 7:30 PM

1. Call to Order – A. Bisbikos called the meeting to order at 7:54 PM
2. Pledge of Allegiance
3. Motion to set a new meeting date for the Town Budget Meeting and Referendum
 - J. LaChapelle wanted to clarification on whether moving the Town Budget to a Town Meeting and Referendum was a sign of budget approval
 - R. Coyle emphasized communication between the Board of Selectmen regarding the budget
 - D. Bates mentioned that people are already seeing a reduction in their taxes and promoting the mill rate calculator for people to utilize would be a good thing
 - A. Bisbikos motioned to move the proposed Town budget of \$15,868,042 to a Town Meeting to be held on Wednesday, June 8th for 6:30 PM at Town Hall, 127 Norwich Avenue in Colchester, CT and to Referendum to be held on Wednesday, June 15^h from 6 AM to 8 PM at Town Hall, 127 Norwich Avenue in Colchester, CT. 2nd by D. Bates. *Motion carried 4-1 with J. LaChapelle dissenting.*
4. Adjourn – R. Coyle motioned to adjourn. 2nd by D. Turner. Meeting adjourned at 8:08 PM.



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Andreas Bisbikos, First Selectman

Board of Selectmen Minutes
Thursday, June 2nd, 2022, at 7 PM

Members Present: A. Bisbikos (First Selectman), D. Bates, R. Coyle, D. Turner, J. LaChapelle

1. Call to Order – Meeting called to order by A. Bisbikos at 7:01 PM
2. Pledge of Allegiance
3. Correspondence
4. Citizens Comments
5. Consent Agenda
 - A. Approve the 5/18/22 Board of Selectmen Special Meeting and the 5/19/22 Board of Selectmen Regular Meeting
 - B. Accept the resignation of Bruce Goldstein from the Economic Development Commission
 - C. Tax Collector's Refunds
 - D. Bates motioned to approve of the Consent Agenda. 2nd by R. Coyle. *Motion carried unanimously 5-0*
6. Boards and Commissions Interview: ARPA Ad-Hoc Committee
 - A. Stephanie Mattera
 - B. Brien Brown
 - No interviews conducted. Interviews will be conducted at a future meeting.
7. SLR International Corporation
 - A. Possible action on having the Town of Colchester enter a contract with SLR International Corporation to provide an evaluation of department operations, standard practices, and organizational structure to best fit the needs of the community; review department short and long term goals; assist in refining career descriptions and in search of for a Director of Public Works and Director of Operations; and assist with the preparation of bid packages, as needed, and any other engineering, survey planning, or architectural services as required for an amount not to exceed \$38,000 and allow the First Selectman to sign all necessary paperwork.
 - A. Bisbikos provided an overview of the expenses, funding sources, timeline, and tasks of SLR if the contract is approved.

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2022 JUN -6 PM 3:35
Gayle Furman
TOWN CLERK

- D. Bates made a motion on having the Town of Colchester enter a contract with SLR International Corporation to provide an evaluation of department operations, standard practices, and organizational structure to best fit the needs of the community; review department short and long term goals; assist in refining career descriptions and in search of for a Director of Public Works and Director of Operations; and assist with the preparation of bid packages, as needed, and any other engineering, survey planning, or architectural services as required for an amount not to exceed \$38,000 and allow the First Selectman to sign all necessary paperwork. 2nd by R. Coyle. *Motion carried unanimously 5-0*

8. Public Safety Subcommittee

A. Possible action on the recommended motion that the Public Safety Subcommittee designs and develops the structure and charge for the formal committee on Public Safety

- R. Coyle made the motion that the Public Safety Subcommittee designs and develops the structure and charge for the formal committee on Public Safety. 2nd by D. Turner. *Motion carried unanimously 5-0*

B. Possible appointment to the Public Safety Subcommittee

- Bernie Dennler, Arnold Ewings, Katherine Hall, and Todd Szoka

- R. Coyle made a motion to put B. Dennler and K. Hall as members, put A. Ewings and T. Szoka as alternates, and to modify the subcommittee structure by adding alternates. 2nd by D. Turner. *Motion carried unanimously 5-0*

9. ARPA Discussion

A. Review of the First Selectman's ARPA Playbook

- A. Bisbikos provided a background of the process, a history of each item listed in the playbook, and the reasoning behind each item
- A. Bisbikos expressed the importance of also identifying other funding sources for items, if they are available, to ensure that as many items are funded as possible
- Each Board of Selectmen provided recommendations on various items, what items they felt were important/top priorities, what items should be included in the ARPA plan, and what items that the First Selectmen should consider researching

B. Discussion on Timeline for ARPA Items

- The Board of Selectmen unanimously agreed that the Youth Center Roof, the Counseling Services, and the Case Manager would be voted on at the next meeting along with the Small Business Applications

10. Citizen's Comments

- M. Mlodzinski spoke about the ARPA items. D. Bouchard spoke about the ARPA process. R. Silberman spoke about various ARPA items. M. Gilman spoke about the ARPA conversation. V. Rose spoke about past infrastructure neglect and the importance of maintaining items. B. Dennler about the ARPA conversation and various ARPA items. J. Barnowski asked about the boards/commission utilizing the hybrid capabilities once the room is installed.

11. First Selectman's Report

1. At the Memorial Day Ceremony, I issued a Proclamation honoring Ray Ryan, Jacob Finkelstein, and All of the Armed Forces Who Made the Ultimate Sacrifice for Our Freedoms. This Proclamation covered the days of May 29, 2022, and May 30, 2022. I was also very humbled by our Memorial Day Parade turnout. I special thank you to the Memorial Day Parade committee and all the town employees and volunteers who made the Parade a very special one. May God Always Bless the United States of America.
2. The Town Budget was recently sent to a Town Meeting by the Board of Selectmen. The Town Meeting will be held on June 8th for 6:30 PM at Town Hall. The town budget was reduced by \$170,402, revenue was increased, and unassigned balance was used to ensure a zero mill increase (actually a .02 mill decrease) from the previous year based on calculating the current fiscal 21-22 budget using the 10/1/21 grand list instead of the 10/1/20. The mill rate will now land at 27.08 and factors at least \$320,000 of built-in increases, the accepted increase of the school budget, and all new additional revenue. The new budget maintains all current services and lays off zero town employees, reorganizes two departments for greater efficiency, integrates 21st Century Transparency Software, increases the investment in overdue tree removal services, and answers the call for the demand of additional senior services with a new part-time driver, and adds \$1K to the Memorial Day Parade line item.
3. The CORE Commission is hosting its first Juneteenth celebration on Sunday, June 19 from 9-1:00pm at the Farmer's Market on the town green. The CORE Commission will have a table on the opening day of the Farmer's Market. The Juneteenth Celebration will consist of educational materials, children's games, and hearing from a few members of our community on what this means as a Colchester resident.
4. Empowering Tomorrow Foundation is hosting a series of sponsored youth camps this summer. They will be offering an Archery Camp June 27-30 and an Arts Camp July 11-14, 9am-3pm at 85 Skinner Road in Colchester. These camps are for any youth ages 12-19. Attendees will complete a course on healthy relationships in addition to participating in fun activities.
5. Park & Recreation received the 2022 Summer Enrichment Grant from the State of CT in the amount of \$67,498. This will provide free camp to families that qualify this summer! A big thank you to Tiffany Quinn, our Park & Recreation Director, for securing that grant!!

12. Liaison Reports

- D. Bates – None
- D. Turner – Youth Coalition had a successful youth wellness fair, are accepting summer program applications, and discussion occurred on kids skipping Youth Center activities.
- R. Coyle – Director of Chatham health sent a letter to the Superintendent regarding Covid mitigation strategies, an auditor company was approved, and a vendor memorandum was approved within the health district, online permitting software was chosen; ARPA reviewed and approved many of the business applications, while others were set aside for further review. The Public Safety Subcommittee didn't have a quorum to have a meeting. Senior Center Building Committee received unanimous approval from the Planning & Zoning Commission, they now need to apply to Chatham Health for the kitchen design, design timeline presented

- J. LaChapelle – none
- A. Bisbikos – updates in the First Selectman report. Budget items will be presented on the Town Website, social media, and the email blast on Friday.

13. Adjourn – D. Turner motioned to adjourn. 2nd by D. Bates. Meeting adjourned at 8:47 PM



Legion Fireworks Co., Inc.
 10 Legion Lane Wappingers Falls, NY 12590
 (845)831-8328

THIS CONTRACT AND AGREEMENT for the sale of fireworks made and concluded **5/3/2022**.
 by and between **Legion Fireworks Co., Inc. (*Legion*)** and **The Town of Colchester (*Sponsor*)**.

WITNESSETH: for and in consideration of the sum of One Dollar, each to the other in hand receipt of which is hereby acknowledged, and of the terms and conditions hereinafter mentioned, Legion and the Sponsor do actually and severally agree to perform their several covenants and to guarantee terms, conditions and payments of this contract.

Legion agrees to sell and furnish unto the Sponsor, a Fireworks Display in accordance with a program proposed and agreed upon at the time of the signing of this agreement, said Fireworks to be furnished for display on the following dates:

10/29/2022 Rain Date: 10/30/2022

Legion shall also provide display liability in the amount of \$5 Million dollars coverage (combined single limit) for protection against claims of bodily injury or property damage arising solely out of the operators of Legion.

The Sponsor agrees to procure and furnish, in accordance with Local or State Law, a suitable place to display the said fireworks. The Sponsor also agrees to secure all police, Fire, Local and State permits, and to arrange for any security bonds if required by Law in their community. In the interest of safety and to prevent: damage to fireworks, claims of alleged negligence, or injury to it's reputation; Legion reserves the right to determine inclement weather conditions which will prevent the giving of said display. The sponsor shall always have the right to postpone to a rain date ONLY ON condition of inclement weather. In the event a rain date is declined by the sponsor at the time of the signing of this agreement, the sponsor agrees to pay Legion a cancellation fee amounting to fifteen (15%) percent of the display price stated below. Said fee shall be for reimbursement to Legion for expenses incurred with display preparation, equipment rentals and display operator labor. The Sponsor agrees to furnish necessary Police and Fire protection, including crowd control and auto parking.

It is further agreed the Sponsor will provide a continuous barricade, rope line or snow fence to establish an ash fallout zone between spectators, parked automobiles or dwellings; and the place of discharge of fireworks. The only authorized persons in the fallout zone during the display shall be the professional display operators furnished by Legion. The Sponsor agrees to keep the fallout zone free of all persons during and immediately after the display to facilitate inspection for any dud fireworks by the display operators. Until the display site has been thoroughly inspected and cleaned, the Sponsor agrees to take all necessary precautions to guard and prevent persons from entering the display site area. The Sponsor hereby agrees to indemnify and hold harmless Legion from any personal injuries or property damage which result from the Sponsors failure to perform the obligations set forth in this paragraph.

The Sponsor agrees to pay Legion or it's duly authorized agent for collection, the sum of **\$7,600.00** dollars said fireworks display. Payments to be made as follows: **\$7,600.00 Due immediately following the display.**

In the event of late payment, the Sponsor agrees to pay Legion a finance charge of Two (2%) percent per month on the unpaid balance. All payments shall be made by draft or certified check payable to the order of Legion Fireworks Co., Inc. unless otherwise specified and authorized in writing. Should Sponsor fail to pay to Legion the agreed upon contract price as specified above, as and for Legion's services, the Sponsor hereby agrees to pay any and all reasonable attorney's fees incurred as a result of collecting any and all sums due and owing pursuant to this agreement and further agrees to pay all disbursements, including but not limited to filing fees, process serving fees, investigative fees, and any other reasonably incurred disbursements and/or expense made in connection with the collection of monies due and owing Legion pursuant to this agreement. It is further agreed by the Sponsor that in the event of a lawsuit initiated for the purpose of collecting the agreed upon contract price as set forth in this agreement, the sponsor hereby waives any and all counter-claims and/or defenses thereto.

This contract shall not be construed to create a partnership between the parties or persons mentioned herein. In the event of fire, accident, strikes, delay, flood, act of God or government or other causes beyond the control of Legion which prevent the delivery of said materials, the parties hereto release each other from any and all performances of the covenants herein contained and from damages resulting from breach thereof.

IN WITNESS WHEREOF, WE SET OUR HANDS AND SEALS TO THIS AGREEMENT IN DUPLICATE THE DAY AND YEAR FIRST ABOVE WRITTEN.

ATTEST: LEGION FIREWORKS CO., INC.

SPONSOR:

 Signature

Frank M. Coluccio, President

 Print Name / Title

Second Amendment to Kiosk Testing Agreement

This Second Amendment to Kiosk Testing Agreement (the "Amendment") is entered into effective as of _____ (the "Effective Date"), between Curative Inc., with offices located at 430 South Cataract Avenue, San Dimas, CA 91773 and with clinical laboratories certified under the Clinical Laboratory Improvement Amendments of 1988 (CLIA) (collectively, "Curative"), and the City of Colchester, Connecticut ("Partner"). Curative and Partner shall be referred to hereafter individually as a "Party" and collectively as the "Parties" to this Amendment.

WHEREAS, the Parties entered into an agreement on February 18, 2022 to collaborate on the launch of a COVID-19 testing site (the "Agreement") and an amendment on March 22, 2022 to extend the term (the "Amendment"); and

WHEREAS, the Parties desire to amend the Agreement as more specifically set forth below.

NOW THEREFORE, the Parties agree as follows:

1. Section 7 of the Agreement is hereby amended and restated as follows, with additions shown as underlined:

Vendor shall only operate in the approved kiosk location within the area specified by Partner. The specified areas are 215 Old Hebron Avenue, Colchester, CT 06415 and William J. Johnson Middle School, 360 Norwich Avenue, Colchester, CT 06415.

2. The Agreement is thereby amended to extend the amended end date of June 24, 2022 to December 31, 2022. Curative will operate at William J. Johnson Middle School, 360 Norwich Avenue, Colchester, CT 06415, from June 24, 2022 through August 27, 2022. Curative will operate at 215 Old Hebron Avenue, Colchester, CT 06415 from August 28, 2022 through the end of the term.
3. Except as expressly provided herein, all other terms and conditions of the Agreement not affected by this Amendment are incorporated herein and shall remain in full force and effect. If there is conflict between this Amendment and the Agreement, the terms of this Amendment shall control.
4. This Amendment and the Agreement constitute the entire Agreement between the Parties related to the subject matter thereof and supersedes any prior understandings. This Amendment may be amended only by written amendments duly executed by the parties.

IN WITNESS WHEREOF, the Parties have caused this Second Amendment to Trailer Testing Agreement to be executed by their duly authorized representatives as of the Effective Date.

CURATIVE INC.

By: _____

Name and Title: _____

CITY OF COLCHESTER, CONNECTICUT

By: _____

Name and Title: _____

First Selectman

From: Steven Hoffmann
Sent: Monday, May 23, 2022 1:36 PM
To: Andreas Bisbikos
Cc: Shannon Ramsby
Subject: Per Diem EMT Job Description
Attachments: Staffing Options Breakdown 2022.xlsx; Per Diem EMT Job Description 050922.doc

Importance: High

Andreas,

Please see the attached job description for Per Diem EMTs for the Colchester Hayward Fire Department. In an effort to provide needed staffing during the weekend hours, we are attempting to create an EMT only position to address the growing EMS call responses and the decrease in volunteer response for these types of calls. As sent out in a previous email, there is an identified EMS staffing shortage across the state. We have also seen our Per Diem Firefighter/EMTs apply and then either leave for career firefighter jobs or not be able to commit to the hours they had originally planned to. With the recent lack of adequate applicants for the Per Diem FF/EMT position, my hope is the EMT only will provide a larger pool of applicants that can address our largest call volume category and highest call burden on our volunteers. The attached job description will need to be approved by the BOS prior to posting for interest.

While I know we have discussed this, hiring 2 additional career firefighters will provide us with 24 hour coverage, 7 days a week which can provide both EMS and firefighting capabilities. The cost of the 2 career firefighters is only a little bit more than the cost of hiring, and paying when they work, a large pool of per diem staff. This is a better bang for your buck deal, but I understand the budget constraints. I feel it prudent to point it out anyway so you are kept aware. I have attached a spreadsheet to break down the costs of the staffing options to illustrate it better.

Thanks,

Steven Hoffmann
Fire Chief
Colchester Hayward Fire Department



(o) 860-537-2512

(c) 860-705-9382

shoffmann@colchesterct.gov

Emergency Medical Technician (Per Diem)
Colchester Hayward Fire Department

Hourly Rate: \$16.50/hour

Coverage Needed for Weekends and occasional Weekdays

Open Until Filled

PURPOSE OF POSITION: The Emergency Medical Technician (EMT) is responsible for delivering and administering high quality medical care at the basic life support level with transportation of ill and/or injured persons to area hospitals. The EMT must be able to demonstrate clinical competency and compassion in providing for the physical and emotional needs of patients. Be a team leader and interact in a positive and productive manner with all personnel.

SUPERVISION RECEIVED AND EXERCISED: General supervision is provided by superior officers.

EXAMPLES OF DUTIES:

Depending upon assignment, duties may include, but are not limited to, the following:

- Respond to EMS calls as member of a BLS ambulance crew, work cooperatively with responding ALS provider.
- Perform routine housekeeping duties and chores at a fire station
- Drives services trucks (R1) and ambulances (R2) when responding to the scene of emergencies and when participating in drills.
- Operates EMS equipment and apparatus
- Inspects and maintains EMS apparatus and equipment to insure proper working condition.
- Prepares required reports relating to maintenance, inspection, movements, and usage of EMS apparatus
- Keep records and prepare required reports.
- Establish and maintain effective relationships with department personnel and the general public.
- Perform any other related duties as assigned.

QUALIFICATIONS:

- State of Connecticut certified Emergency Medical Technician
- AHA CPR Certified
- Valid Class D CT Driver's License
- Qualification of department EMS apparatus within three (3) month of employment.
- Minimum of one (1) year of experience in an emergency medical transport service

ABILITY TO:

- Perform physical and strenuous emergency medical work requiring physical strength, coordination, endurance, and flexibility.
- Establish and maintain cooperative relations with others.
- Operate and maintain various types of equipment and apparatus used by the Fire Department. Read and write the English language at a level necessary for efficient performance.
- Understand and follow oral instructions.
- Work long hours under stressful conditions.

EDUCATION:

High school diploma or G.E.D equivalent.

SPECIAL QUALIFICATION:

Age: Must be at least 19 years of age.

PHYSICAL DEMANDS/WORK ENVIRONMENT:

Must be able to pass periodic physical exams, drug screening and be able to work effectively under stressful situations. While performing the duties of this job, the employee is regularly required to use hands to finger, handle or feel, reach with hands and arms; and talk or hear. The employee is frequently required to walk, sit, stand; climb or balance; and stoop kneel, crouch or crawl. The employee must occasionally lift and/or move significant amounts of weight including equipment, and people during rescue operations or on EMS calls. Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception and ability to focus. The dexterity necessary to utilize a computer keyboard or iPad on regular basis is essential.

STEPHANIE A. MATTERA, M.S., M.B.A.
53 BROAD MEADOW ROAD
COLCHESTER, CT 06415
PHONE 646-408-5156
EMAIL STEPHANIAMATTERA@OUTLOOK.COM
[HTTP://WWW.LINKEDIN.COM/IN/MATTERAS](http://WWW.LINKEDIN.COM/IN/MATTERAS)

EDUCATION

- Ph.D. in Higher Education Candidate, Purdue University, expected May 2025
- M.S. Public Relations and Corporate Communication, New York University, May 2009
- M.B.A. Global Business Leadership, Concentration in Organizational Leadership, Johnson & Wales University, August 2005
- B.A. English, Minor in Business Administration, University of Rhode Island, May 2002

PROFESSIONAL EXPERIENCE

Western Connecticut State University August 2021-Present
Department of Communication & Media Arts
Danbury, CT

Adjunct Lecturer

- Teaching Introduction to Human Communication and Decision-Making in Groups courses in-person to undergraduate students.

Baruch College, CUNY January 2021– Present
Zicklin School of Business
Allen G. Aaronson Department of Marketing & International Business
New York, NY

Adjunct Lecturer

- Teaching Business Communications I and Strategic Business Communications courses synchronously online to M.B.A. and M.S. students with an array of concentrations.

Post University October 2020 – Present
School of Arts and Sciences
Communication and Media Studies Department
Waterbury, CT

Associate Faculty

- Teaching Introduction to Communications (COM107) and Public Relations (COM375) asynchronously and creating an engaging online community through discussion forums, applying, and integrating professional experience with course content in responses.
- Providing thorough feedback on video journals and written assignments such as pitches, news stories, and press releases.
- Liaising with academic success counselors to provide additional support to students.
- Communicating with the Assistant Chair and Chair of the Communication and Media Studies department to ensure successful student outcomes.
- Subject Matter Expert contracted to re-design the Public Relations (COM375) course to be in alignment with the PRSA Principles of Public Relations certification.

New York University September 2015 – Present
School of Professional Studies
Division of Programs in Business
M.S. in Public Relations & Corporate Communication: 2021 *PR Week* Awards, Outstanding Education Program
New York, NY

Adjunct Instructor

- Teaching Capstone, Research Process & Methodology, PR Writing I and II, and Community Relations & Advocacy Communications courses synchronously online.
- Covering content on how to build communication plans and deliverables such as the press release, Q&A, media advisory, executive bio, talking points, social media calendar, and run of show.
- Previously taught Communications Ethics, Law & Regulation and Practicum.
- Built industry relationships and projects for the program: Broadcast Music Inc. (BMI), Golin, L'Oréal, Save the Children, New York Women in Communications, Sports Business Solutions, Women's Entrepreneur Day at the United Nations.
- Responsible for overseeing syllabi development, Capstone adviser onboarding, supporting and mentoring Capstone and Research faculty, and acting liaison to the administration.
- Serve as a Capstone adviser to students guiding them on APA and AP style, secondary research for the literature review, developing and executing primary research strategies, and the IRB application process.

Manhattanville College

September 2018 – May 2021

M.S. in Marketing Communication Management

School of Professional Studies

Purchase, NY

Adjunct Lecturer

- Taught the following courses synchronously online: Public Relations Theory & Practice, Public Relations and American Culture, Consumer Behavior, and Reputation Management. Served as a graduate thesis adviser.

Manhattan Neighborhood Network

September 2015 – March 2020

New York, NY

Correspondent

- Educated viewers on the benefits of living a socially conscious lifestyle.
- Booked guests, wrote scripts, and conducted on-air interviews with tastemakers, authors, social entrepreneurs, fashion designers, humanitarians, animal advocates, and non-profit founders from around the world.
- Aired Sundays at 7:00 p.m. EST on Spectrum (Channel 56 & 1996), Verizon Fios (Channel 34), and RCN (Channel 83) to about 2 million viewers in NYC, and via Livestream.

INABA

February 2018 – February 2019

Shizuoka, Japan

Global Communications Consultant

- Increased brand awareness in the United States by building relationships with social media influencers, increasing online brand engagement, and planning brand activations.
- Developed content for the redesigned website and marketing materials.
- Created the public relations and communications strategies for the brand's 2019 U.S. launch.

Starwood Hotels & Resorts

August 2013 – August 2015

Stamford, CT

Global Communications Consultant

- Planned and executed Public Relations events and activations for Starwood Preferred Guest's (SPG) global announcements including:
 - Your World Rewards partnership with Emirates.
 - SPG Keyless, the first smartphone app to enable guests to bypass the front desk, check-in, and unlock their stay with a tap of their phone to the hotel room door.

- Total of 282 pieces of original coverage across technology, business, and travel outlets, including 133 pieces of local and national broadcast coverage. Coverage included top-tier hits in *The New York Times* (print and online), *USA Today* (print, online and online video), *Associated Press*, *Fast Company*, *BBC*, *Bloomberg Businessweek*, *Fox News*, *CNBC*, *CNN*, *Fortune*, *Forbes*, *Mashable*, *CNET*, and *Condé Traveler*, among many others. Additionally, there were 115 pickups of the *Associated Press* story across local, national, and international outlets.
- Served as a media liaison, fielded media inquiries, pitched reporters, and assisted with executive media training sessions.
- Produced the annual Global Communications Conference at headquarters, including content development.
- Crisis management lead, which involved planning the Corporate Crisis Drill as well as aligning communication strategies with the heads of Consumer Affairs, Legal, Corporate Social Responsibility, Social Media, and the C-Suite.
- Conducted research for the CEO's and the Senior Leadership team's speeches, TV appearances, and corporate presentations.

Glamour Magazine
New York, NY

April 2009 – August 2015

Brand Ambassador

- Leveraged social media to build influencer relationships and increase brand awareness for the magazine's advertising partners, tested new products, and wrote product reviews for use in magazine advertorials.
- Chosen as 1 of 4 brand ambassadors from across the United States to represent *Glamour* magazine in Macy's Style&co. Denim Launch video.
- Selected to represent the magazine at its annual Women of the Year Awards.

Alex and Ani
Cranston, RI & New York, NY

June 2012 – August 2013

Community Events & Outreach Manager, Charity by Design

- Launched the in-store Charmed by Charity events program at Alex and Ani retail locations nationwide (30 stores) and trained staff.
- Cultivated relationships with charities, which generated over \$500,000 in retail event sales for Alex and Ani and \$100,000 in donations for charity event partners.
- Identified and engaged potential Charity by Design jewelry partners, including the Association of Zoos and Aquariums and the Children's Miracle Network Hospitals, which generated several million dollars for the company and funds to support the missions of these non-profits.

Polo Ralph Lauren
New York, NY

November 2009 – June 2012

Executive Assistant
Corporate Sales, Polo Brands: Men's

January 2010 – June 2012

- Supported the Senior Vice President managing a 50 million dollar division, including; presentations, financials, market preparation, client meetings, managing calendars and travel arrangements, expense reports, and other special projects.

Independent Contractor
Retail Development: Women's

November 2009 – January 2010

- Assisted the Vice President of Retail Presentation and Training with multiple projects, including national merchandising directives for the Lauren Ralph Lauren and Ralph Lauren Blue Label brands, facilitated communications to field staff, and co-managed product photoshoots with regional directors.

Macy's Merchandising Group
New York, NY

August 2005 – November 2007

Training Specialist

November 2006 – November 2007

- Presented corporate curriculum: New-Hire Orientation, Business Ethics, and Product Development training, and served as the Learning and Career Coach for the organization's product development population.

Executive Training Program in Product Development

August 2005 – November 2006

- Collaborated with designers, overseas offices, domestic buyers, and vendors to produce five lines of private label men's dress shirts and created weekly selling reports to track product penetration, and overall category performance.

City Hall
Providence, RI

March 2005 – August 2005

Mayoral Advance Team Intern

- Collaborated with the Special Events and Communications departments to increase awareness of Mayor David N. Cicilline's community outreach activities and prepared him for speaking engagements.

American Arbitration Association
East Providence, RI

May 2002 – August 2004

Case Manager

- Administered seventy cases, including preparation of letters, scheduling orders, and billing for arbitrators.
- Selected for the Northeast Case Management Center's Professionalism Committee.

COMMUNITY INVOLVEMENT

New York University Alumni Association, Board Member & Officer

May 2014 – Present

- Secretary (2020 – present) and NYUAA Alumni Awards Committee Co-Chair (2019 – 2020): Facilitated the 2020 honoree selection process for the Eugene J. Keogh Award for Distinguished Public Service, Distinguished Alumni Award, and Distinguished Young Alumni Award. Served on the All-University 2020 Distinguished Teaching Awards Selection Committee.
- Communications and Marketing Committee Co-Chair (2016 – 2019): Facilitated the launch of the global NYU Alumni Changemakers campaign in partnership with University Development and Alumni Relations.

Mayor's Alliance for NYC's Animals, Spokesperson

May 2010 – May 2020

- Represented the organization in print, broadcast, and digital media outlets including HuffPost LIVE, NY1, PIX11, NBC4, CBS2, 1010 WINS, FiOS1, Cheddar, Radio Pet Lady, Pet Life Radio, *Hamptons Pet Magazine*, the *Daily Mail*, and more.
- Emceed large-scale community events.
- Secured media opportunities for partner rescues on *Animal Planet* and the *Harry Connick Jr. Show*.
- Built partnerships with brands, non-profit organizations, and influencers, including:
 - Alex and Ani Charity by Design, which generated 1.2 million dollars for the non-profit's life-saving programs through the sale of the exclusive Paw Print bangle over three years (2011 – 2014).
 - Fresh Step Cat Litter (The Clorox Company) for Public Relations activations during New York Fashion Week: Hot to Adopt Campaign (2016) and Cats on Glass Gallery (2018) Exhibit.

Disruptor Foundation, Fellow

May 2017 – May 2018

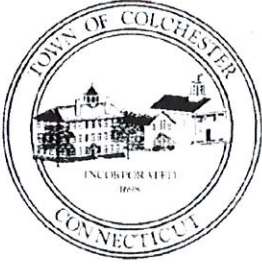
- Traveled to Tokyo and Hiroshima, Japan, during October 2017 with the Co-Founder of the Tribeca Film Festival and Disruptor Foundation, iFuture, and the Zero Project for the first international Disruptor Awards.

MacDella Cooper Foundation, Volunteer
▪ Public Relations and special events

November 2009 – August 2011

AWARDS

- Corporation for National and Community Service and the Office of the President of the United States: Lifetime Achievement Award, 2016
- New York University School of Professional Studies: Bart Lawson Alumni Award for Professional Service and Outreach, 2013



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 5/23/2022

BOARDS & COMMISSIONS APPLICATION

Name: Stephanie Mattera

Address: 53 Broad Meadow Rd. Colchester, CT. 06415

Home Phone: N/A Email: StephanieMattera@outlook.com FAX: _____

Cell Phone: 646-408-5156 Town Residency: four months Years

Party Affiliation: Democrat Republican Unaffiliated (check one)

Commission or Board you are interested in serving on: ARPA Ad-Hoc Committee

Educational Background: List name and location of school, # of years attended, Subjects/Major, Did you graduate?

High School: St. Mary's academy Bay View 1993-1997
general Studies Riverside, RI
Some AP courses

College: Purdue University, Ph.D. Student, Higher Education expected 2025
2009 New York University, M.S., Public Relations and
2005 Johnson and Wales University, M.B.A., Global Corporate
2002 University of Rhode Island, B.A. Business Leadership
Trade, Business _____ English
Or Correspondence _____ Minor Business
School _____ Administration

CONTINUED ON REVERSE SIDE

Work Experience: List length of employment, name and address of employer, position & reason for leaving:

New York University adjunct instructor, 2015 - present
CUNY, Burch College, adjunct instructor 2015 - present
Post University, Associate Faculty, 2020 - present
NCSU, adjunct lecturer, 2021 - present

Are you capable of making the commitment of time necessary to serve on this Board or Commission? yes

Why are you interested in serving? I am a new resident to Colchester, CT. I have been committed to philanthropy since 2004 and served as the spokesperson for the Mayor's Alliance for NYC's Animals from 2010-2020. I have experience in fundraising, partnership-building, and education. The ALPA committee would allow me to apply my background to making an impact in my local community.

Do you have any experience or familiarity with this area?

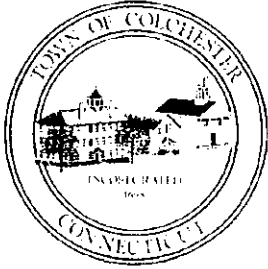
I have extensive corporate and philanthropic experience. I have also served on boards for non-profit organizations. For example, I previously served on the Catherine Violet Hubbard Foundation's board and currently serve on the NYU Alumni Association's Board. I have overseen an ad-hoc committee and chaired several committees over my 8 years of

If you are not appointed to this board or commission, would you be interested in other forms of public service? Service on the NYUAA.

Which ones?

Date: 5/23/2022

Signature: 



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 5/17/22

BOARDS & COMMISSIONS APPLICATION

Name: BRIEN BROWN

Address: 41 PIEKARZ RD Colchester, CT. 06415

Home Phone: 537-1570 Email brienbrown49@gmail.com FAX: _____

Cell Phone: 716-9958 Town Residency 9 Years

Party Affiliation: Democrat Republican Unaffiliated (check one)

Commission or Board you are interested in serving on: ARPA AD HOC COMMITTEE

Educational Background: List name and location of school, # of years attended, Subjects/Major, Did you graduate?

High School: BRICK TOWNSHIP HIGH SCHOOL - BRICK N.J.

College: CENTRAL CONNECTICUT STATE COLLEGE (NOW UNIVERSITY) 67-71
BS - HISTORY 72-76 MS GEOGRAPHY
UConn 2000-2002 SIXTH YEAR EDUCATIONAL LEADERSHIP

Trade, Business N/A
Or Correspondence
School _____

CONTINUED ON REVERSE SIDE

Work Experience: List length of employment, name and address of employer, position & reason for leaving:

SHOPRITE FOODARAMA	1966-1978	
MOTTS SHOPRITE	1977-79	
RHAM HIGH SCHOOL	1972-1979	BETTER PAYING JOB
MOTTS SHOPRITE	1979-1984	BETTER PAYING JOB
BACON ACADEMY	1984-2002	BETTER PAYING JOB
ENFIELD BOE (FERMIS)	2002-2013	RETIRED

Are you capable of making the commitment of time necessary to serve on this Board or Commission? YES

Why are you interested in serving? I HAVE LONG EXPERIENCE IN ADMINISTRATION. I BELIEVE MY EXPERIENCES COULD BE HELPFUL TO THE COMMUNITY

Do you have any experience or familiarity with this area? DURING MY 18 YEARS AS DEPARTMENT CHAIR AT BACON ACADEMY, I OVERSAW THE DEPARTMENT'S PERSONNEL ISSUES AND THE DEPARTMENT'S BUDGET.

DURING MY TEN YEARS AT ENRICO FERMI HIGH SCHOOL I SUPERVISED FOUR DEPARTMENTS AND SCHEDULED 1300 STUDENTS THROUGH ELEVEN DEPARTMENTS DURING A SEVEN PERIOD DAY, SUPERVISED TRANSPORTATION AND PARKING IN ADDITION TO NORMAL STUDENT, PARENT AND DISCIPLINARY ISSUES.

If you are not appointed to this board or commission, would you be interested in other forms of public service?

Which ones? POSSIBLY BOE OR PZC

Date: 5/17/22

Signature: Brian Brown



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 5/19/2022

BOARDS & COMMISSIONS APPLICATION

Name: Amy Domeika

Address: 53 Old Rod Road Colchester, CT. 06415

Home Phone: _____ Email adomeika@comcast.net FAX: _____

Cell Phone: 203-984-3545 Town Residency 38 Years

Party Affiliation: Democrat Republican Unaffiliated (check one)

Commission or Board you are interested in serving on: Parks & Recreation Commission

Educational Background: List name and location of school, # of years attended, Subjects/Major, Did you graduate?

High School: Bacon Academy, 1991

College: University of Connecticut, 1995 BA

Emerson College, 1998 MA

Trade, Business _____

Or Correspondence _____

School _____

Work Experience: List length of employment, name and address of employer, position & reason for leaving:

1999 - Present; Cision Insights, Insights Manager

1998 - 1999; US Dept. of Defense, Subbase NL, Public Relations Manager, Moved

1996 - 1998; Electric Insurance Company, Beverly, MA, Insurance Agent and Claims Adjuster

1994 - 1995; Backus Hospital, Norwich, CT, Public Relations Intern

Are you capable of making the commitment of time necessary to serve on this Board or Commission? Yes

Why are you interested in serving? I believe that Parks & Recreation play a large role in our town and I want to contribute to those efforts.

Do you have any experience or familiarity with this area? Yes.

My time at the submarine base in New London was with the Morale, Welfare, and Recreation department. We managed all the on-base recreational facilities/programs for sailors and their families. Additionally, I served as Board of Education liasion to the Parks & Recreation Commission for three years.

If you are not appointed to this board or commission, would you be interested in other forms of public service?

Which ones? Yes, but unknown

Date: 5/19/2022

Signature: Amy Domeika