

**Town of Plymouth**  
80 Main Street  
Terryville, Connecticut 06786

**Human Services Commission**  
Telephone: (860)585-4001  
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Human Services Meeting Minutes  
September 18, 2018

**I. Call to Order:** Chairwoman Sally Bain-Picard called the September 18, 2018, Human Services Commission Meeting to order at 7:00 p.m. in the Senior Lounge at Plymouth Town Hall.

**Fire Exit Notifications:**

Chairwoman Sally Bain-Picard noted the fire exits.

**II. Attendance:** Chairwoman Sally Bain-Picard, Commissioner Reverend Joel D. Kotila, Commissioner Tracy Dupont, Commissioner Karen Saccu, Commissioner Helena Schwalm and Commissioner Fred Schwalm. Also, in attendance: Councilman John Pajeski, Rose Bracero and Angela Morris from HRA and Cathy Beaudoin.

Excused Absence: Vice-Chairwoman Heidi Caron

**III. Pledge of Allegiance:**

Chairwoman Sally Bain-Picard led the group in the Pledge of Allegiance.

**IV. Invocation:**

Reverend Joel gave the invocation.

**V. Public Input:** None

**VI. Acceptance of Minutes:**

*A motion was made by Commissioner Tracy Dupont, seconded by Commissioner Helena Schwalm to approve the July 17, 2018 minutes. This motion was approved unanimously.*

**VII. Human Services Report:**

Angela Morris from HRA gave her monthly report. Please see attached HRA report.

Small Wonders – There were 63 applicants in the Back to School Program. In addition, each child received a \$30 payless gift card.

RECEIVED  
TOWN CLERK  
18 SEP 24 PM 4:10  
TOWN OF PLYMOUTH, CT  
RECEIVED FOR RECORDS

Private Fuel Bank – no request this past month.

Renters Rebate still accepting applications. Everyone who rents gets a rebate at the end of October. The deadline is October 1<sup>st</sup>. Need income, rent payment and utility bill payments made the past year.

Energy assistance started August 1<sup>st</sup>. Will accept applications until April 30, 2019. Covers electricity and gas. It is federal and state funded.

Weatherization is available through Eversource. They will come into your home if income eligible. CRT handles that out of Hartford.

Outreach done every month at Gosinski and Eli Terry. Assisting with renters rebate applications.

Farmers Market vouchers are available. New income guidelines. 60 years and under – meet income guidelines but does not live in senior housing, would not qualify.

Over 60 years old and meet income guidelines then you would qualify.

#### **VIII. Old Business:**

**a. Grants** – Chairwoman Bain-Picard wrote four (4) grants and the Human Services Commission was awarded two (2) from Thomaston Savings Banks. \$500.00 to purchase twenty (20) \$25 gas cards.

*A motion was made by Commissioner Helena Schwalm, seconded by Commissioner Tracy Dupont that a household can get a gas card twice a year. This motion was approved unanimously.*

\$1000.00 for senior gift bags, that are given out to residents who lived at the low-income facilities in town. A sticker will note the funds from Thomaston Savings Banks, on the IGA gift card awarded.

The checks are being presented on October 2<sup>nd</sup> from 6:30 pm – 8:00 pm at the Thomaston Opera House. Mayor and his wife are going to accept it on behalf of the Commission.

**b. VITA** - Tax program - thirty-three (33) people participated. Advertising suggestions - place pamphlets in the senior gift bag, at the library, IGA, social media. Angela is the town's representative at meetings that provide updates of the program.

**c. Pamphlet**- Chairwoman Bain-Picard reported that she received a lot of positive feedback regarding the new Commission pamphlets. They were distributed at banks, delis, restaurants,

pizza restaurants, American Legion, hardware stores and dollar stores. Lisa Phillimore are willing to see if more pamphlets need to be distributed around town.

**d. Dial-A-Ride** – Chairwoman Bain-Picard stated it has been two (2) months with the new contract. All guidelines are not being followed. Pre-trip forms were received one month and then were not, as well as other issues. The Mayor and Director of Finance are aware. Cathy Beaudoin will get the DOT regulations and federal mandated regulations and give them to Chairwoman Bain-Picard. Chairwoman Bain-Picard will follow-up with Charlie Wiegert about GPS tracking on the truck.

**e. Ledgers** - Chairwoman Bain-Picard met with the Director of Finance Ann Marie Rheault regarding the ledgers. The Director reviewed all accounts and answered all questions.

**f. Small Wonders** – Chairwoman Bain-Picard has been working with the Human Services Director, Angela on revising the applications. She is attending a meeting Friday in the community room with the Director of Finance, Sargent Cesar Beiros, Eric McCoy, and Angela. Placing Christmas Trees at businesses throughout town will be discussed again on Friday meeting.

A discussion took place about the various requests from kids.

Commissioner Dupont suggested adding a disclaimer to the application.

## **IX. New Business:**

### **a. Quarterly Report**

Chairwoman Bain-Picard stated that the Commission's yearly report is due at the end of next week. She will be using the statistics and other information provided in HRA's quarterly reports.

**X. Chairman's Comments:** Chairwoman Bain-Picard attended the town council meeting on September 5<sup>th</sup>. Helena and Fred Schwalm were reappointed. Cleveland Trust fund was questioned. Dan Gentile loves that there is a town council liaison comments on the agenda. The Bylaws were accepted. AARP safety class October 12<sup>th</sup> 8:30 – 12:30 pm Water will be provided. Seminar being sponsored by Town of Plymouth, HRA and Clean Slate – get informed on fighting the war on opioids and alcohol on October 15<sup>th</sup> at town hall.

**XI. Council Liaison's Comments:** Councilman Pajeski stated Sally is doing a good job.. keep it up!

**XII. Adjournment:**

*There being no further business of the Human Services Commission, a motion was made by Commissioner Karen Saccu, seconded by Commissioner Helena Schwalm to adjourn. This motion was approved unanimously. The meeting ended at 8:55 p.m.*

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Linda Schnaars', with a long horizontal flourish extending to the right.

Linda Schnaars  
Recording Secretary



Human Resources Agency of New Britain, Inc.  
Community Services Department

Plymouth Human Services Monthly Report

August 2018

Submitted by: Angela Morris

Reporting Period: August 1, 2018 – August 31, 2018

Services	Total Count
Phone Calls	126
Walk-ins	22
Appointments	34
Rental Assistance	0
Medicare Savings Program	0
SNAP Applications/Renewals	8
Private Fuel Bank	0
Senior Housing Outreach	2
Renters Rebate	7

**Small Wonders - Back to School:** Distribution for the Backpack Program concluded on August 24<sup>th</sup>. There was a total of 63 applicants who received book bags and supplies.

**Private Fuel Bank:** There were no requests for assistance through the Town's Private Fuel Bank this month. If anyone has an urgent need for an emergency oil delivery, please contact the Human Services office.

**Renters Rebate:** Applications for renters rebate will be available from April 1 – October 1. Please call the Human Services office to schedule an appointment to complete an application. There were 7 applications completed for the month of August.

**Energy Assistance:** Applications are being accepted for energy assistance and all those who are interested in applying may call the Human Services office to schedule an appointment. There was a total of 35 applications completed for the month of August.



**Human Resources Agency of New Britain, Inc.  
Community Services Department**

**Plymouth Human Services Monthly Report**

**Outreach at Senior Housing:** Outreach was completed at Gosinski Park and Eli Terry senior housing. Services and information were provided to residents. Outreach will be completed on the first Monday and Tuesday of every month.