

Town of Plymouth
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Human Services Commission
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Minutes

July 31, 2019

Call to Order and Note Fire Exits

Human Services Commission Chairwoman Sally Bain-Picard called the July 31, 2019, Human Services Commission meeting to order at 6:04 p.m., in the Mayor's Conference Room, Plymouth Town Hall.

Attendance

Human Services Commission Chairwoman Sally Bain-Picard stated Human Services Commissioner Karen Saccu had an excused absence. In attendance were Human Services Commissioner Cathy Beaudoin, Human Services Commission Chairwoman Sally Bain-Picard, Human Services Commissioner Tracy DuPont, Human Services Commissioner Reverend Joel D. Kotila, Human Services Alternate Commissioner Frederick Schwalm, and Human Services Commissioner Helena Schwalm. Also in attendance was Plymouth Town Council Liaison John Pajeski.

Invocation

Human Services Commissioner Reverend Joel Kotila gave the Invocation.

Public Comments

No report.

Old Business

AARP Safety Class

Human Services Commission Chairwoman Sally Bain-Picard stated there was nothing set in stone at this time, however the second scheduled AARP Safety Class may be cancelled because when it was originally scheduled the room wasn't secured for the new year and they picked a Friday when Town Hall was closed. She further stated that Juan Berrios, HRA, would get back to the Commission.

Sally Bain-Picard
TOWN CLERK
2019 AUG - 8 AM 9:24
PLYMOUTH, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD

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Old Business Cont'd.

Small Wonders

Human Services Commission Chairwoman Sally Bain-Picard stated there had been some debate regarding this program, and that some opinions had been shared in mixed email exchanges and conference calls with Eric McCoy, Ann Marie Rheault, Angela Morris and herself. She further stated the Commission had been very firm in its cut-off date deadline, noting the volunteers felt it should be pushed back to the middle of August. Human Services Commission Chairwoman Sally Bain-Picard stated the volunteers also wanted to spend \$1,000.00 for gift cards to replace the ones that were given out a few years ago. She further stated the volunteers wanted to do a social media blast where everyone would be contacted so more children could sign up for the program. Human Services Commission Chairwoman Sally Bain-Picard stated all the guidelines are out there as to what the Commission's duties, responsibilities are, and that the guidelines are set by the Commission. She further stated she sent a return email stating no monies would be spent, and no second blast would be done, but in the meanwhile between her email notification going out 12 additional children had signed up. Human Services Commission Chairwoman Sally Bain-Picard stated she still feels the Commission needs to hold to the deadline. Human Services Commission Chairwoman Sally Bain-Picard stated a response email was received noting the volunteer felt the Chairwoman's email was inappropriate and disrespectful to her office. Human Services Commission Chairwoman Sally Bain-Picard stated there were 42 children, and that with the additional 12 children, the count was at 54 total. She further stated the Commission's rules and how the programs are run need to be followed.

When questioned by Human Services Commissioner Helena Schwalm, Human Services Commission Chairwoman Sally Bain-Picard stated the distribution date would be August 23rd.

Human Services Commissioner Helena Schwalm stated she had been contacted by Eric McCoy to see if she wanted to have her church and Nancy Picardy's church take some children's names. She further stated attendance was down in the summer; the services had been reduced to one service per week and she felt because of these reasons the churches wouldn't be able to meet the requests.

Human Services Commission Chairwoman Sally Bain-Picard stated she shouldn't take any names at this time and to just continue helping with the Christmas program, noting the churches have helped out a lot of other people in Town and briefly elaborated.

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Old Business Cont'd.

Small Wonders

When questioned by Human Services Commissioner Tracy DuPont, Human Services Commission Chairwoman Sally Bain-Picard stated the cutoff date was not extended, it was done.

Human Services Commission Chairwoman Sally Bain-Picard stated the Fill A Cruiser event would still be held for this Small Wonders program.

Human Services Commission Chairwoman Sally Bain-Picard stated the volunteers wanted Angela Morris to do all the research to see whether or not new bags were needed to be purchased, noting Angela Morris didn't need anything else added to her workload. She further stated the Commission only wanted Angela Morris to handle the credit checks for the program.

Human Services Commission Chairwoman Sally Bain-Picard stated no one should be telling the Commission how to run the program, however anyone who cared to could come to any meeting and discuss, state their reason(s) why, etc., were welcomed.

Human Services Commissioner Helena Schwalm stated the gift cards were from the Salvation Army, noting they had a grant and they gave the Commission the cards, and that the money had just run out.

501c3,

Human Services Commission Chairwoman Sally Bain-Picard stated Human Services Commissioner Cathleen Beaudoin had spoken to an Attorney that she is familiar with, Steve Turner, of Thomaston. She further stated the Commission has been enthusiastically behind this idea (to acquire a 501c3) for this Commission for a very long time. Human Services Commission Chairwoman Sally Bain-Picard stated the Commission has talked about getting the 501c3 from the time they formed in 1995.

Human Services Commission Chairman Sally Bain-Picard stated during her research Human Services Commissioner Cathy Beaudoin had found there isn't a "one size fits all" type of non-profit. She further stated that she and Human Services Commissioner Cathleen Beaudoin had discussed moving this idea forward and also discussed the matter with Human Services Commissioners Helena and Frederick Schwalm, noting they were both behind the idea. Human Services Commission Chairwoman Sally Bain-Picard stated she wanted to bring the idea to the Commission for a vote at this point in time.

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Old Business Cont'd.

501c3

Human Services Commission Chairwoman Sally Bain-Picard stated the 501c3 status would cost between \$2,500 and \$3,000 and was unsure if that entailed all the fees from the State. She further stated when Human Services Commissioner Heidi Caron looked in the 501c3 in November 2016 she had found that applying online would cost \$280.00. Human Services Commission Chairwoman Sally Bain-Picard stated the Commission would need a Board of Directors, EIN numbers, written bylaws etc., and so the purpose of this evening's meeting was to decide if the Commission wanted to pursue the 501c3.

Human Services Commission Chairwoman Sally Bain-Picard stated the Cleveland Trust Fund was in place to help people in need and the 501c3 would allow the Commission to procure more grants and raise more money.

Human Services Commissioner Tracy DuPont stated having the 501c3 in place would bring that money back and more; noting it was a seed that would grow.

Town Council Liaison John Pajeski stated the Commission would be getting grants and that was a big thing. He further stated the 501c3 would allow the Commission to get grants from the Thomaston Savings Bank.

Human Services Commission Chairwoman Sally Bain-Picard stated that one of the two grants the Commission received last year from the Thomaston Savings Bank were for the Senior Gift Bags, noting she had increased the amount this year from \$1,000 to \$1,500 to cover the cost of the gift cards from the IGA. She further stated the Thomaston Savings Banks doesn't notify anyone until the end August beginning September.

Human Services Commission Chairwoman Sally Bain-Picard stated she receives notifications from Senator Larson's Office regarding State grants and noted that the majority of the grants offered require a 501c3 number to apply and briefly elaborated.

Town Council Liaison John Pajeski stated he felt the Commission should move forward for the 501c3.

Human Services Commissioner Helena Schwalm stated once the 501c3 was in-hand the Commission would use it.

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Old Business Cont'd.

501c3

Human Services Commission Chairwoman Sally Bain-Picard stated there was enough money in the Cleveland Trust Fund so the start-up money/fees would not drain the account. She further stated the four (4) annual quarterly deposits would replace the money in a short period of time. Human Services Commission Chairwoman Sally Bain-Picard stated because the 501c3 was a good piece of money and she wanted the Commissioner's opinion. Human Services Commission Chairwoman Sally Bain-Picard stated she looks at things like the Veteran's Post 20 and noted as a separate entity the Commission could raise and donate money to the Post and that would be a great way for the Town to support the rebuilding of the Post for the Veterans. She further stated that currently the Commission doesn't have the ability to do this as a non-profit.

Human Services Commissioner Helena Schwalm stated if the Commission were to receive a grant in the amount of \$5,000 the Commission would be making money.

Human Services Commissioner Reverend Joel Kotila stated the 501c3 has been pursued for so many years and now that the door was open why wouldn't the Commission pursue it. Human Services Commissioner Reverend Joel Kotila questioned if over the course of conversations had anyone said anything negative concerning the pursuit of the 501c3. Human Services Commissioner Reverend Joel Kotila also questioned once the 501c3 was established would there be an annual fee; a brief discussion followed.

Human Services Commission Chairwoman Sally Bain-Picard stated that over the years the idea of a 501c3 would start up and then just fizzle out for whatever reason and briefly elaborated.

Human Services Commission Chairwoman Sally Bain-Picard stated when Human Services Commission Cathleen Beaudoin meets with Attorney Turner he would need a deposit and a request will be made to the Controller to cut a check whether it be half or whatever the amount he requests.

Human Services Commissioner Helena Schwalm made a motion, seconded by Human Services Commissioner Tracy DuPont, to move forward and authorize Human Services Commissioner Cathleen Beaudoin to request Attorney Turner to start the 501c3 process for the Human Services Commission with an amount up to \$3,500 for Attorney fees, from the Cleveland Trust Fund. This motion was approved unanimously.

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Council Liaison Comments

Town Council Liaison John Pajeski stated the Human Services Commission was doing a great job, noting he finds it hard to believe the Commission had been discussing the 501c3 process since 1995. He further stated he was very glad it was finally getting done.

Human Services Commission Chairman Sally Bain-Picard stated there would always be those that criticize, but she felt this was a sound business decision from the Commission's point of view, noting it would be a benefit when it came to raising money and other things. She further stated after this process was completed the Commission would have its work cut out for them because the next steps would be to organize a Board of Directors, establish bylaws, apply for a Federal Tax EIN, and submit basic annual reports for tax returns, etc., noting these were a few things the Commission would find out about along the way.

Human Services Commissioner Reverend Joel Kotila stated this was good.

Town Council Liaison John Pajeski stated he was in agreement this was really good.

Adjournment

There being no further business of the Human Services Commission, Human Services Commissioner Cathy Beaudoin made motion, seconded by Human Services Commissioner Reverend Joel Kotila, to adjourn at 6:28 p.m. This motion was approved unanimously.

Respectfully Submitted,



Patricia A. Hale
Acting Recording Secretary