

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

**Human Services Commission**  
Telephone: (860)585-4001  
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Human Services Meeting Minutes  
March 21, 2017

Handwritten signature: Heidi Caron  
TOWN CLERK  
17 MAR 29 AM 4:15  
PLYMOUTH, CT  
TOWN CLERK'S OFFICE  
RECEIVED FOR RECORD

**I. Call Meeting to Order:** Chairwoman Heidi Caron called the March 21, 2017 Human Services Commission Meeting to order at 7:03 p.m. in the Senior Lounge at Plymouth Town Hall.

**Fire Exit Notifications:**

Chairman Heidi Caron noted the fire exits.

**II. Attendance:** Chairwoman Heidi Caron, Commissioner Tracy Dupont, Commissioner Karen Saccu, Commissioner Sally Bain-Picard and Reverend Joel D. Kotila. Also in attendance were: Councilwoman Sue Murawski and Councilman John Pajewski

Excused Absent: Commissioner Helena Schwalm and Commissioner Fred Schwalm

**III. Pledge of Allegiance:**

Chairwoman Heidi Caron led the group in the Pledge of Allegiance.

*A motion was made by Commissioner Tracy Dupont, seconded by Commissioner Karen Saccu to move the order of Election of Officers to be after Executive Session on the Agenda. This motion was approved unanimously.*

**IV. Public Comments:** None

**V. Minutes February 21, 2017:**

*A motion was made by Commissioner Sally Bain-Picard, seconded by Commissioner Tracy Dupont to approve the February 21, 2017. This motion was approved unanimously.*

**Discussion:**

Commissioner Sally Bain-Picard questioned Page 5 – it was approved last night to have a full time property manager at Gosinski Park.

**VI. Veterans Strong Presentation – Donna Dognin**

Donna Dognin worked for Veterans Strong for five (5) years. It closed last year - July 1, 2016. The Veterans' Council is a 501c. Issues are varied – discharge papers, homelessness – get them settled with apartment, furniture, etc. They were able to secure funding to complete this year. Under \$3.50 per Veteran per town to help support the program. She will do outreach here in Plymouth. Looking for feedback as to where help in Plymouth is needed. \$3,060 annual based on operating budget of \$60,000 – give aways, cards, salary. Every town is supposed to have a point person. George is it. It is opened 8:30 AM – 5:00 PM. Reached out to 12 communities. Veterans – Bristol City Hall- 1<sup>st</sup> floor. Veterans Assembled Electronics Rehab program, brush up on skills and seek employment.

**VII. Human Services Report:**      None

**VIII. Old Business:**

**a. Budget –** The budget was approved with \$2,000.00 added.

*A motion was made by Commissioner Karen Saccu, seconded by Commissioner Sally Bain-Picard to increase the budget by \$2,000.00. This motion was approved unanimously.*

**b. Special Accounts –** No new information.

**c. 501c3 Non Profit Status –** In the works.

**d. Dial-A-Ride –** Vinnie Klimas met with Public Works. The deadline is Friday. A sub-committee will be set up to review reports, etc.

**e. Grants –** Chairwoman Caron is working on a grant to get a new van.

**f. Outreach Visit –** Will be continuing.

**g. Eli Terry Fund –** No new information.

**h. Food Bag distribution follow-up –** Will be handled at Town Hall.

**i. Small Wonders Holiday Program –** No new information.

**j. Emergency Needs –** The food pantry will be bringing a few bags over for emergencies.

**IX. New Business:**

a. **Terryville High School Scholarship** – Commissioners Karen Saccu, Sally Bain-Picard and Tracy Dupont will review the scholarships. Need all recommendations by May 16<sup>th</sup>. The committee will give out two (2) \$250 scholarships. Social security numbers will be blocked out.

*A motion was made by Commissioner Sally Bain-Picard, seconded by Commissioner Karen Saccu to award two (2) scholarships in the amount of \$250 each, the date to be May 1, 2017 and to remove #9 from the application. This motion was approved unanimously.*

b. **Election of Officers** –

*A motion was made by Commissioner Tracy Dupont, seconded by Commoner Karen Saccu to table the election of officers. This motion was approved unanimously.*

c. **Commission Vacancies** – Chairwoman Caron reported there is one opening for a Commissioner and an alternate.

**X. Chairwoman's Comments:** None

**XI. Council Liaison's Comments:** Councilwoman Sue Murawski distributed the Charter and went over the Human Services Commissioners' role. She stated that the Mayor hires and supervises the Director. The Commission is an advisory board. The Commission can go before the Charter Revision to create an ordinance. Chairwoman Caron will reach out to Chairman Mark Malley to get on their Agenda.

*A motion was made by Reverend Joel, seconded by Commissioner Karen Saccu to change the Charter to read there shall be a Human Services department which .... shall eliminating last sentence of the same paragraph. This motion was approved unanimously.*

**XII. Executive Session – Personnel**

*A motion was made by Commissioner Sally Bain-Picard, seconded by Commissioner Karen Saccu to go into Executive Session at 8:10 PM. This motion was approve unanimously.*

*A motion was made by Commissioner Sally Bain-Picard, seconded by Reverend Joel to get out of Executive Session at 9:15 p.m. This motion was approved unanimously.*

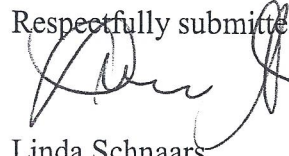
Chairman Caron stated no decision was made during Executive Session.

**XIII. Next Meeting:** Tuesday, April 18<sup>th</sup> @ 7:00 PM

**XIII. Adjournment:**

*There being no further business of the Human Services Commission, a motion was made by Commissioner Sally Bain-Picard, seconded by Commissioner Karen Saccu to adjourn. This motion was approved unanimously. The meeting ended at 9:17 p.m.*

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Linda Schnaars', is written over the text 'Respectfully submitted,'. The signature is fluid and cursive.

Linda Schnaars  
Recording Secretary