

**Town of Plymouth**

**80 Main Street**

**Terryville, Connecticut 06786**

**Human Services Commission**

**Telephone: (860)585-4001**

**Fax: (860)585-4015**

Human Services Meeting

Special Minutes

November 9, 2018

**I. Call to Order:** Chairwoman Sally Bain-Picard called the November 9, 2018, Human Services Commission Special Meeting to order at 6:04 p.m. at the Terryville Fire Department, 21 Harwinton Avenue, Terryville, Connecticut.

**Fire Exit Notifications:**

Chairwoman Sally Bain-Picard noted the fire exits.

**II. Attendance:** Chairwoman Sally Bain-Picard, Commissioner Cathy Beaudoin, Commissioner Reverend Joel D. Kotila, Commissioner Helena Schwalm and Commissioner Fred Schwalm.

Excused Absence: Vice-Chairwoman Heidi Caron, Commissioner Tracy Dupont and Commissioner Karen Saccu

**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 Helena Schwalm, seconded by Commissioner Fred Schwalm to approve the October 16, 2018 minutes. This motion was approved unanimously.*

**VII. Old Business:**

**a. Senior Gift Bags –**

Chairwoman Bain-Picard stated that the Community Funds will be used to make the Senior Gift Bags. \$10.00-12.00 will be spent per gift bag. There are about 100 seniors.

FLYMOUTH, CT  
TOWN CLERK'S OFFICE  
RECEIVED FOR RECORD  
18 NOV 13 PM 4:14  
Rebecca H. Pothmann  
TOWN CLERK

Chairwoman Bain-Picard found some gift cards at Town Hall. \$1,000.00 grant from Thomaston Savings Bank will pay for the gift cards.

*A motion was made by Commissioner Helena Schwalm, seconded by Commissioner Reverend Joel D. Kotila to use Community Funds up to \$1200.00 towards the gift bags for the seniors. This motion was approved unanimously.*

#### **VIII. New Business:**

##### **a. Ad hoc -**

Chairwoman Bain-Picard announced that Commissioner Beaudoin will be in charge of running the Ad Hoc Committee.

Commissioner Beaudoin stated that this is a Committee to form a 501c3 for the fundraising for a non-profit to support the Human Services Commission.

An agenda will be posted when the meetings are held.

They will be setting guidelines for the future to disburse the funds of the 501c3.

Commissioner Beaudoin will be reaching out to others to be on the Committee to help create the 501c3.

The Committee will do the following:

- Find out what is needed.
- Go back to the Human Services Commission, if funds are needed.
- Has the authority to move forward.

Commissioner Beaudoin will reach out to Vinnie Klimas and Erin Kennedy to talk about how to proceed with creating a 501c3.

Trish Hale will be the recording secretary.

Plymouths Helping Hands will be the name of the Ad hoc Committee.

The mission statement for the Plymouth's Helping Hands main purpose is to help the Human Services Commission with their department.

*A motion was made by Commissioner Helena Schwalm, seconded by Commissioner Reverend Joel D. Kotila for the Human Services Commission to establish an Ad Hoc Committee for fact finding to work on creating a 501c3 and establish the 501c3, if possible. The name for the 501c3 will be Plymouths Helping Hands. The Human Services Commission will cover the costs of the 501c3 establishment. This motion was approved unanimously.*

**IX. Chairman's Comments:**

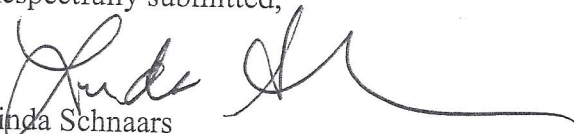
Chairwoman Bain-Picard thanked Commissioner Beaudoin for taking on the Ad Hoc Committee and thanked everyone for coming out.

**X. Council Liaison's Comments: None**

**XI. Adjournment:**

*There being no further business of the Human Services Commission, a motion was made by Commissioner Helena Schwalm, seconded by Commissioner Fred Schwalm to adjourn. This motion was approved unanimously. The meeting ended at 6:38 p.m.*

Respectfully submitted,

  
Linda Schnaars  
Recording Secretary