

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

**Human Services Commission**  
Telephone: (860)585-4001  
Fax: (860)585-4015

Human Services Meeting Minutes  
October 30, 2019

**I. Call to Order:** Chairwoman Sally Bain-Picard called the October 30, 2019, Human Services Commission Meeting to order at 6:00 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 Cathy Beaudoin, Commissioner Helena Schwalm and Commissioner Fred Schwalm. Also in attendance: Ann Marie Rheault, Director of Finance

Excused Absence: Commissioner Karen Saccu

Unexcused 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 Reverend Joel Kotila to approve the September 17, 2019 minutes. This motion was approved unanimously.*

**VII. Human Services Report:** N/A

2019 NOV -7 AM 10:18  
TOWN OF PLYMOUTH  
HUMAN SERVICES COMMISSION  
JOEL D. KOTILA

## VIII. Old Business:

a. **2020 Meeting Schedule** – See attached schedule.

*A motion was made by Reverend Joel Kotila, seconded by Commissioner Tracy Dupont to accept the 2020. This motion was approved unanimously.*

### b. **Small Wonders Program** -

Chairwoman Bain-Picard met with Ann Marie Rheault last week and met with Ann Marie Rheault and the volunteers yesterday. Both meetings went well.

Lack of information on the applications was a topic.

Chairwoman Bain-Picard will be meeting with Angela Morris from HRA. Angela needs to request that the applicant bring in the complete application.

The application will have a reminder box asking if the child is going to the next grade. This will determine if the child gets a new backpack.

The following is a breakdown for backpacks (different sized LL Bean backpack):

3<sup>rd</sup> – 5<sup>th</sup> grade

6<sup>th</sup> – 8<sup>th</sup> grade

9<sup>th</sup> – 12<sup>th</sup> grade

December 7<sup>th</sup> - Fill a cruiser toy drive

December 9<sup>th</sup> - Sorting –

December 11<sup>th</sup> - Drop off from donators

December 18<sup>th</sup> - Distribution from 9:00 AM – Noon and then 4:00 PM – 6:00 PM

Deadline for applications – November 1<sup>st</sup>

Anyone that has participated in the program and will get notification and be given until November 15<sup>th</sup>.

Eric McCoy is going to meet with the Church leaders.

Ann Marie Rheault stated this Saturday, November 2<sup>nd</sup> is the Craft and Food Fair at the Lyceum. There will be a table set up with a couple of trees.

Ann Marie Rheault stated the trees will be at the businesses on November 18<sup>th</sup>.

Ann Marie Rheault went over the Summary of Small Wonders – 2019 Back to School. \$150.84 was donated back into the program (Small Wonders).

Ann Marie Rheault went over the Small Wonders Cash Balance from 6/30/2014 – 9/30/19.

Chairwoman Bain-Picard stated it was suggested that a liaison from the Commission attend the Small Wonders meetings to represent the Commission and report back.

Chairwoman Bain-Picard stated the Commission is in very good hands and will leave the program as it is. Will address any concerns as they come up with the liaison.

**IX. New Business:**

**a. Community Conversation**

Commissioners Helena and Fred were invited to the library to participate in the Community Conversation. There were 12 adults that attended. The participants were asked what they liked and disliked. They asked for a wish list. Helena advised them that they need a large room. Programs are increasing. Friends of the Library are raising money.

**b. Elections**

*A motion was made by Commissioner Tracy Dupont, seconded by Reverend Joel Kotila to nominate Helena Schwalm as the Vice-Chairwoman of the Human Services Commission. This motion was approved unanimously.*

*A motion was made by Vice-Chairwoman Helena Schwalm, seconded by Commissioner Cathy Beaudoin to nominate Sally Bain-Picard as Chairwoman. This motion was approved unanimously.*

**X. Chairman's Comments:**


Chairwoman Bain-Picard thanked everyone.

**XI. Council Liaison's Comments:** N/A

**XII. Adjournment:**

*There being no further business of the Human Services Commission, a motion was made by Commissioner Cathy Beaudoin, seconded by Commissioner Reverend Joel Kotila to adjourn. This motion was approved unanimously. The meeting ended at 7:10 p.m.*

Respectfully submitted,

  
Linda Schnaars  
Recording Secretary

Town of Plymouth

Human Services Commission

80 Main Street

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Terryville, Connecticut 06786

Fax: (860)585-4015

To: Barbara Rockwell, Town Clerk

From: Human Services Commission

Date: October 30, 2019

In compliance with Section 1-225 of the Connecticut General Statutes, the following is a listing of the dates of the regular meeting for the Human Services Commission.

The Human Services Commission meetings take place at Plymouth Town Hall, Senior Lounge, 80 Main Street, Terryville, Connecticut at 7:00 p.m.

January 21, 2020

February 18, 2020

March 17, 2020

April 21, 2020

May 19, 2020

June 9, 2020

July 21, 2020

August 18, 2020

September 15, 2020

October 20, 2020

November 17, 2020

December 1, 2020 \*\* Meeting starts at 5:30 PM

PLYMOUTH, CT  
TOWN CLERK'S OFFICE  
RECEIVED FOR RECORD  
2019 NOV - 1 AM 9:55  
*Barbara Rockwell*  
TOWN CLERK

Respectfully submitted,

*Sally Bain-Picard*

Sally Bain-Picard

Chairwoman