

Town of Plymouth
80 Main Street
Terryville, Connecticut 06786

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

Human Services Meeting Minutes
March 15, 2022

I. Call to Order: Chairwoman Cathy Beaudoin called the March 15, 2022, Human Services Commission Virtual Zoom Meeting to order at 7:10 p.m.

II. Attendance: Chairwoman Cathy Beaudoin, Commissioner Lee Ulinskas, Commissioner Karen Saccu (via ZOOM) and Commissioner Mark Malley (via ZOOM). Also in attendance: Carrie Tedd from HRA and Councilwoman Roxanne McCann.

Excused absences: Vice-Chairwoman Donna Dognin and Commission Larry Chiucarello

III. Pledge of Allegiance:

Chairwoman Cathy Beaudoin led the group in the Pledge of Allegiance.

IV. Invocation:

Chairwoman Cathy Beaudoin gave the invocation.

V. Public Input: None

VI. Acceptance of Minutes:

A motion was made by Commissioner Mark Malley, seconded by Commissioner Karen Saccu to accept the meeting minutes of February 15, 2022. This motion was approved unanimously.

VII. Communications/Correspondence (If Needed): None

VIII. Human Services Report:

Carrie Tedd apologized for missing the last meeting due to an emergency issue with a client.

Plymouth Human Services Update: 2020

Submitted by: Carrie Tedd and Juan Berrios

Reporting Period: April 2021 – January 2022 (10 months)

Services	Total Count
Phone Calls	3134 – Average 314

VITA Tax Returns To Date	24
Appointments	662 – Average 66
Rental Assistance Applications Taken/Approved	18
Medicare Savings Program	73
SNAP Applications/Renewals	183
Private Fuel Bank	43
New Case Management Clients	69
Energy Applications Processed	240 applied 190 approved

Energy Assistance: We continue to receive phone calls for energy assistance, many being new clients to the program, it has slowed a bit, but 211 will continue to refer any assistance for energy to our office. We are seeing many new clients in the Human Services Department that are totally new to Federal Energy Assistance, this is due to Covid and the financial affects we are continuing to see. Energy assistance will close on May 31st and re-open on August 2nd. We will continue to set appointments and process applications as needed.

Private Fuel Bank: There were 51 requests for utility payment assistance through the Town's Private Fuel Bank and or the Rotary Club of Plymouth. The payments were for Eversource, CT Water Company and oil deliveries from Armstrong Fuel & Propane. If anyone has an urgent need for an emergency oil delivery, please contact the Human Services office.

Vaccine/Covid: Tony Orsini and I have had 3 distribution dates at the Town Hall to provide Covid testing kits and N95 masks to the disabled and immune compromised town residents. The dates were advertised in the local newspapers, on the town website, electronic boards, Terryville Talks and flyers given to local business community boards.

Rental/Mortgage Assistance: I have assisted 18 clients in the UniteCT application process. UniteCT is for renter's only and can pay out up to \$15,000 of back and forward rent. I have assisted 2 families with mortgage assistance payments with grant funding. One of the families avoided foreclosure with the assistance the department provided. I continue to receive phone calls in regards to rental/mortgage assistance and will continue setting appointments and processing applications.

VITA Tax Return Service: 24 Tax returns have been processed for Plymouth residents since the open of tax season. We only have one station this year due to the volunteer who trained and signed up for our site ended up getting a paid full time job and gave notice the first week of appointments. We have 2 more openings left on the schedule, after they are filled we will be referring all residents to call the VITA IVR number to schedule an appointment at the VITA locations in Bristol.

Toiletry Bags: Over 162 toiletry bags have been given out to either women or men, mostly women. The toiletry bags consist of shampoo, conditioner, body wash, bar soap, hand soap, sanitizer, deodorant, Q-tips, disposable shaving razors, body lotion, mouthwash, toothpaste, tooth brushes, dental flossers, baby powder, facial wash, feminine products, masks, shower sponges, Epsom salt, magnet note pads and facial & body wipes. Clients are extremely grateful for these basic necessities, as SNAP (foodstamps)

does not pay for these items. During times as these, individuals are under much financial stresses and this assistance is essential to stretching there limited income. Many clients have made an effort to express how much they like the toiletry bags and express their gratefulness. The Human Services Commission purchased plastic bins to organize the toiletry closet of all toiletry items. The Department is grateful for the assistance Cathy has provided going out and purchasing the toiletry items for the Case Manager, providing more time for client appointments and phone calls.

Salvation Army – We received 60 Famous Footwear gift cards for the Small Wonders Back to School program. The funding designated to the Town of Plymouth from the Salvation Army was not used, therefore the funding went to the Thomaston Social Services Department due to the need.

Grants & Donations: I applied for the TSB Grant during the grant cycle and awarded \$4,000. I also wrote a letter and mailed it to all our town churches explaining what are department does, how it is funded and the need for more funding due to the financial hardships the Pandemic has caused so many residents. I received wonderful responses from a few of the churches, Thrive church senior member for example called to set a meeting with me and we discussed all dynamics of the office and the current needs of our residents. The member and his wife donated \$500 and the church donated \$3000. They also discussed being a major community partner/sponsor of our department. I also received funding from First Congregational Church of Plymouth and Terryville Congregational Church. All the churches mentioned have been a wonderful support system and are always willing to assist when I ask. I also received several grants from the Main Street Foundations, for winter clothing items, grocery gifts and basic over all needs. I also received a grant from TSB last week for \$1500, this was a grant that I was nominated for by the grant committee members. I went last week and took pictures with the bank president, manager and our liaison Cheryl. I will continued to research and write grants in order to properly fund the department and meet the community needs.

Renter's Rebate: Renter's Rebate began April 1st and closed on October 1st, 2021. I had one to many last minute residents who handed there completed application and documentation the day they were due to be entered into the State portal. I worked on applications till the State portal closed at 10pm due to the last minute individuals.

See attached Grants and Donations list.

IX. Old Business:

a. COVID-19 Funding

Chairwoman Beaudoin referenced the October 20, 2020 minutes and the Plymouth procedures.

Carrie Tedd reported that a client came to her. The husband lost his job during Covid. The wife is a stay at home mom. His unemployment ran out on January 8, 2022. They are behind 4 months on their mortgage. Carrie talked with the bank and asked if they would agree to 2 months of payments and add the remaining to the back end of the loan. She is asking the Commission for 1 month to come from the Cleveland Fund in the amount of \$1183.54 and she will pay the other from her grant account.

Chairwoman Beaudoin referenced the minutes from October 20, 2020, which at that time the Commission agreed to allocate \$1500.00 from the current budget for related incidentals due to COVID. Carrie has not used any of that money to date. \$3000.00 was set aside for rental assistance.

A discussion took place about the payment.

The Commission agreed to have Carrie Tedd reach out to the bank and get a letter in writing that if two months are paid, the mortgage will be reinstated and the remaining balance owed will be paid through a payment plan or be added to the back end of the loan and they will be in good standing. The loan will be restructured.

This will be discussed further in the future.

X. New Business:

a. Scholarships

Chairwoman Beaudoin spoke with Pat Borda at the high school. The scholarship form from last year was used. The scholarship will be awarded to 2 students going into the health care profession in the amount of \$500.00.

The awards night is May 26th at 6:00 Pm.

Commissioners Lee Ulinskas and Mark Malley will review the scholarship applications. Commissioner Mark Malley will present the check at the event.

XI. Chairman's Comments:

Chairwoman Beaudoin reported that the recording secretary line item was reduced from \$1500.00 to \$1250.00 per the Mayor's recommendation.

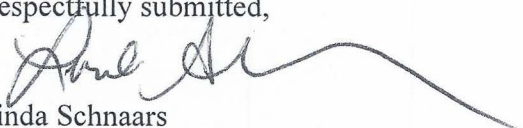
XII. Council Liaison's Comments:

Councilwoman Roxanne McCann stated that she would like to see the Commission present a proposal for ARPA funding.

XIII. Adjournment:

There being no further business of the Human Services Commission, a motion was made by Commissioner Lee Ulinskas, seconded by Commissioner Mark Malley to adjourn. This motion was approved unanimously. The meeting ended at 8:05 p.m.

Respectfully submitted,


Linda Schnaars
Recording Secretary

GRANTS & DONATIONS

	Date	Name	Address	Phone	Dollar Amount	Reason for Grant or Donation
1	3/21/2020	Main ST. Foundation	PO Box 2702 Bristol, CT 06010	860-583-6363	\$500	Covid
2	4/27/2020	Plymouth Congregational	10 Park St. Plymouth, Ct 06782	860-283-5389	\$250	Covid gift cards
3	4/30/2020	Main ST. Foundation	PO Box 2702 Bristol, CT 06010	860-583-6363	\$500	Covid
4	5/8/2020	United Way	440 N. Main St. Bristol, CT 06010	860-582-9559	\$500	Covid gift cards
5	5/14/2020	Main ST. Foundation	PO Box 2702 Bristol, CT 06010	860-583-6363	\$300	Client Funding
6	5/15/2020	United Way	440 N. Main St. Bristol, CT 06010	860-582-9559	\$2,600	\$200 Visa Cards for Clients
7	6/9/2020	United Way	440 N. Main St. Bristol, CT 06010	860-582-9559	\$2,400	\$200 Visa Cards for Clients
8	6/25/2020	TSB	203 Main St. Thomaston, CT 06787	860-283-1874	\$5,000	Covid Basic Need
9	11/10/2020	Zukowski Family Foundation	15 Rue Grande Mer, Palm Coast, FL 32137	703-989-3781	\$5,000	Winter Coats 4 Kids Program
10	12/8/2020	Plymouth Congregational	10 Park St. Plymouth, Ct 06782	860-283-5389	\$300	Toiletry Closet Items
11	3/5/2021	Plymouth Congregational	10 Park St. Plymouth, Ct 06782	860-283-5389	\$300	Human Services
12	4/19/2021	Main ST. Foundation	PO Box 2702 Bristol, CT 06010	860-583-6363	\$250	Client Funding
13	5/12/2021	Main ST. Foundation	PO Box 2702 Bristol, CT 06010	860-583-6363	\$500	Covid gift cards
14	9/8/2021	Plymouth Congregational	10 Park St. Plymouth, Ct 06782	860-283-5389	\$200	Basic Need
15	9/17/2021	TSB	203 Main St. Thomaston, CT 06787	860-283-1874	\$4,000	Social Services Basic Need Grant
16	11/8/2021	Main ST. Foundation	PO Box 2702 Bristol, CT 06010	860-583-6363	\$600	Hamzy Fund - Basic Need Grant
17	11/9/2021	Main ST. Foundation	PO Box 2702 Bristol, CT 06010	860-583-6363	\$1,000	Covid Basic Need
18	11/30/2021	Kathleen Hartranft	13 Holt Street, Terryville, CT 06786		\$200	Sneakers and Winter Coat for a Child
19	12/1/2021	Main ST. Foundation	PO Box 2702 Bristol, CT 06010	860-583-6363	\$500	Winter Clothing for Kids
20	12/2/2021	Matthew Karlak	16 Hillside Ave. Terryville, CT 06786		\$500	Basic Need Donation
21	12/8/2021	Thrive Church		844-7-THRIVE	\$3,000	Basic Need Donation
22	2/1/2022	TSB	203 Main St. Thomaston, CT 06787	860-283-1874	\$1,500	Basic Need
23	2/10/2022	Terryville Congregational	233 Main Street		\$500	Client household goods
24	2/16/2022	Plymouth Congregational	10 Park St. Plymouth, Ct 06782	860-283-5389	\$200	Client household goods

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