

**PLYMOUTH HUMAN SERVICES COMMISSION**

80 Main Street  
Terryville, CT 06786  
(860) 585-4028

**MINUTES**

**DATE:** Tuesday, October 20, 2015  
**TIME:** 7:00 p.m.  
**PLACE:** Town Hall, Senior Lounge

**I. MEETING CALLED TO ORDER & NOTE EXITS**

By Sally Bain-Picard @ 7:06 p.m.

**Attendance:**

Chair Heidi Caron, Vice Chair Sally Bain-Picard, Secretary Karen Saccu,  
Rev. Christopher Drew, Tracy Dupont, Helena Schwalm, Fred Schwalm, Dickie  
Zalaski, Human Service Director, Heather Burns

**Excused:** John Pajeski, Council Liaison

**Guests:**

Ann Marie Rheault, Interim Director of Finance  
Charles J Wiegert, Interim Director of Public Works

**II. PLEDGE OF ALLEGIANCE**

Lead by Sally Bain-Picard

**III. PUBLIC COMMENTS**

None

**IV. MINUTES AUGUST 18, 2015 MEETING**

A motion was made by Rev. Chris Drew, seconded by Dickie Zalaski to accept  
August 18, 2015 Meeting Minutes.

**Voted:** To accept August 18, 2015 Meeting Minutes.

**Motion Passed**

**V. HUMAN SERVICES REPORT - Heather Burns**

Received a grant from Thomaston Savings Bank for \$1,500.00 for back packs – 2016

Submitted a grant for a senior nutrition class to the Main St Community Foundation – Women & Girls Fund

Twenty energy applications were completed and submitted to BCO for certification.

The Thomaston Savings Bank budgeting class was postponed due to a death in my family – I did not receive any calls and considering using United Ways budgeting services for town residents.

	Walk – in	Appointments	Calls
August	<b>35</b>	<b>40</b>	<b>207</b>
September	<b>26</b>	<b>40</b>	<b>275</b>

**V. HUMAN SERVICES REPORT - Heather Burns (continued)**

Date range: Aug 01, 2015 - Sep 30, 2015

1

Summary:

Assistance amount (\$): 3667.88

Assistance count: 50

Assistance Category	Assistance Count	Assistance Amount
Counseling: CHOICES	0	0
Counseling: Crisis Intervention	0	0
Counseling: Domestic Violence Info & Referral	0	0
Counseling: Financial/Budget Counseling	0	0
Counseling: Grief	0	0
Counseling: Legal-info and referral	0	0
Counseling: Mental Health / Substance Abuse Referral	0	0
Counseling: Mobile Crisis Referral	0	0
Counseling: Other	0	0
Counseling: Parenting	0	0
Counseling: Relationship	0	0
Energy Assistance: BCO Referral/Assistance	0	0
Energy Assistance: Operation Fuel	7	2,630.00
Energy Assistance: Plymouth Fuel Bank	4	537.88
Energy Assistance: Salvation Army	0	0
Energy Assistance: Utility Advocacy	2	0
Energy Assistance: Weatherization	0	0
Financial Assistance: Cash assistance-TANF, SAGA or Suppl	0	0
Financial Assistance: Gift Cards-donated	0	0
Financial Assistance: Gift Cards-Small Wonders	0	0
Financial Assistance: Other	0	0
Financial Assistance: Parks and Recreation Hardship Request	0	0
Financial Assistance: Salvation Army- Other than rent or energy assistan	0	0
Food: Food Pantry	0	0
Food: Meals On Wheels/Congregate Meals	0	0
Food: School Lunch info	0	0
Food: SNAP Applications - Food Stamps	7	0
Holiday & Back to School: Small Wonders - Backpack Program	17	0
Holiday & Back to School: Small Wonders - Holiday program	0	0
Household: Clothing	0	0
Household: CO detectors	0	0
Household: Furniture	0	0
Household: Other	0	0
Household: Smoke Detector	0	0

Date range: Aug 01, 2015 - Sep 30, 2015

2

Assistance Category	Assistance Count	Assistance Amount
Housing/Lodging: Eviction Prevention Services/Referrals	0	0
Housing/Lodging: Foreclosure situations	0	0
Housing/Lodging: Homeless (Info & Referrals)	0	0
Housing/Lodging: Info on Renter's Rebate, Property Tax assistance	0	0
Housing/Lodging: Information about Housing Options	0	0
Housing/Lodging: Landlord/Tenant issues	0	0
Housing/Lodging: Relocation Assistance	0	0
Housing/Lodging: Rental Assistance-Salvation Army	0	0
Housing/Lodging: Rental Assistance-Town	1	500
Housing/Lodging: Renter Rebate	0	0
Medical: Access Health CT	1	0
Medical: CT Homecare Program for Elderly / Disabled Adults	0	0
Medical: Dental	0	0
Medical: Eye glasses assistance	0	0
Medical: Foot Clinic	0	0
Medical: Homecare	0	0
Medical: HUSKY C- aged, blind, disabled	1	0
Medical: Long Term Care	0	0
Medical: Medical - Financial Advocacy	0	0
Medical: Medicare Savings Program (MSP)	10	0
Other: DCF Referral	0	0
Other: DSS Advocacy	0	0
Other: Employment assistance	0	0
Other: Gift Cards	0	0
Other: Parenting resources	0	0
Other: Social Security-assistance or referral	0	0
Other: Veterans	0	0
Senior/Disabled: "Fire List"	0	0
Senior/Disabled: Fire List/ At risk list	0	0
Senior/Disabled: Office of Protection and Advocacy Referral	0	0
Senior/Disabled: Protective Services for the Elderly	0	0
Senior/Disabled: Seniors at Risk	0	0
Transportation: Dial a Ride, Para Transit, Medicab	0	0

## **VI. OLD BUSINESS**

- a. Budget – Ann Marie Rheault briefly explained
- b. Special Accounts – Ann Marie Rheault briefly explained
- c. 501c3 – Briefly discussed
- d. Human Service Survey – No responses.
- e. Dial-A-Ride

A motion was made by Dickie Zalaski seconded by Rev. Chris Drew to advertise BID for Dial-A-Ride.

**Voted:** To advertise BID for Dial-A-Ride

### **Motion Passed**

- f. Grants
  - Received Grant from Thomaston Savings Bank, \$1,500 restricted for Backpacks – 2016.
  - Submitted a grant for a senior nutrition class to the Main Street Community Foundation – Women & Girls Fund.
- g. Commission Members Term – Contact Trish in Mayor’s Office.

## **VII. NEW BUSINESS**

- a. Human Services Director Monthly Reports – Briefly discussed.
- b. Hospice Fund further discussion next meeting.
- c. 2016 Human Services Commission Meeting Dates – approved.
- d. Small Wonders Holiday Program - applications continue to be accepted.
- e. Charter further discussion next meeting.
- f. By-Laws further discussion next meeting.

## **X. NEXT MEETING**

Tuesday November 17, 2015 @ 7:00 p.m., Senior Lounge

## **XI. ADJOURNMENT**

A motion was made by Dickie Zalaski seconded by Rev. Chris Drew to adjourn Meeting at 9:13 p.m.

**Voted:** To adjourn October 20, 2015 Meeting at 9:13 p.m.

### **Motion Passed**

**Submitted by:**

**Karen Saccu  
Secretary**

cc: Human Services Commission Members  
Heather Burns, Human Service Director  
John Pajeski, Council Liaison  
Barbara Rockwell, Town Clerk