

Town of Plymouth
80 Main Street
Terryville, Connecticut 06786

Human Services Commission
Telephone: (860)585-4001
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Human Services Meeting Minutes
January 21, 2020

I. Call to Order: Chairwoman Sally Bain-Picard called the January 21, 2020, Human Services Commission Meeting to order at 7:00 p.m. in the Senior Lounge at Plymouth Town Hall.

Fire Exit Notifications:

Chairwoman Sally Bain-Picard noted the fire exits.

A motion was made by Chairwoman Sally Bain-Picard, seconded by Commissioner Karen Saccu to move New Business to the top of the Agenda. This motion was approved unanimously.

**New Business:
Commission**

Commissioner Alternate Lee Ulinskas introduced herself. She works full time in Farmington. She does employee engagement, community outreach. Works for CT Partnership for Children out of Naugatuck. Unsuccessfully ran for Board of Education last year.

Chairwoman Bain-Picard explained what an alternate means. Commissioners Lee Ulinskas and Fred Schwalm would help make the quorum, if needed.

A motion was made Chairwoman Sally Bain-Picard, seconded by Commissioner Karen Saccu to move Human Services. This motion was approved unanimously.

Human Services Report:

Chairwoman Bain-Picard introduced Millie Martinez and Carrie Tedd. Sally met with Juan Berrios, Barbara Parsons, Carrie Tedd and Millie Martinez on January 15th, 2020 at the Town Hall for 3 hours. **The meeting was to review goals of the Human Services Commission, while working with the Human Services Department.**

II. Attendance: Chairwoman Sally Bain-Picard, Commissioner Reverend Joel D. Kotila, Commissioner Tracy Dupont, Commissioner Karen Saccu, Commissioner Helena Schwalm, Commissioner Alternate Fred Schwalm and Commissioner Alternate Lee Ulinskas. Also in

PLYMOUTH, CT
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JAN 21 2020
Sally Bain-Picard
TOWN CLERK

attendance was Councilman John Pajeski, Carrie Tedd and Millie Martinez from HRA. Ann Marie Rheault also attended

Excused absences – Commissioner Heidi Caron and Commissioner Cathy Beaudoin

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:

Ann Marie Rheault, Director of Finance reported there have been some fires and placements the past few months. The town is responsible to pay for their housing and food by law. Three (3) families were housed at Jay's Motel. The funds were paid from the Cleveland Trust Fund. One (1) family has been in the hotel for the past several months. Ann Marie Rheault explained that the funds would be reimbursed.

No time line for repayment was given.

Ann Marie Rheault distributed a copy of an email between Chairwoman Bain-Picard, Mayor David Merchant and herself. See attached email dated January 21, 2020.

A discussion took place regarding the email.

Ann Marie Rheault explained the Account Summary, covering beginning of September 2019 to end of December 2019.

Chairwoman Bain-Picard reported the distribution of funds regarding the Cleveland Trust fund goes to five (5) entities in town:

- St. Peters Church, Plymouth, CT
- Terryville Congregational Church
- Plymouth Historical Society
- Salvation Army
- Town of Plymouth (1/5 to be used for a needy person)

Ann Marie Rheault stated there were 157 kids that participated in the Small Wonders. There are gift cards totaling \$1000.00 from various stores left. Ann Marie Rheault has the full inventory.

Ann Marie Rheault would like to meet with Carrie Tedd and Chairwoman Bain-Picard to go over the Small Wonders program.

Ann Marie Rheault advised that some of the extra toys went to the American Legion, Children's Medical Center, St. Vincent DePaul and Plymouth Congregational Church. The toiletries were given to Human Services and the Food Pantry.

VI. Acceptance of Minutes:

A motion was made by Commissioner Reverend Joel Kotila, seconded by Commissioner Helena Schwalm to approve the October 30, 2019 minutes. This motion was approved unanimously.

VII. Human Services Report: Moved to beginning.

VIII. Old Business:

a. Scholarship – Commissioner Dupont will handle the scholarship. May 21st is scholarship night at the high school. Chairwoman Bain-Picard, Commissioners Tracy Dupont and Helena Schwalm will review the applications.

b. Senior Christmas Gift Bags - Commissioner Helena Schwalm explained the gift bags. Said there were 97 last year and this year 103. She is explained how they fill the bags with towels, pencils, pads, oatmeal, chocolate, crackers and candy. They are distributed to Eli Terry Group Home and to Gosinski Park for the annual Christmas party. Councilman John Pajeski and Chairwoman Bain-Picard will look into cleaning out the room in senior lounge closet for storage. Chairwoman Bain-Picard stated that HRA uses CAPTAIN to track the program. It tracks any person who gets any kind of assistance from HRA. The Senior gifts bags may be added to the CAPTAIN program.

c. Small Wonders Program – Discussed previously.

d. VITA – Chairwoman Bain-Picard reported the tax program starts up soon. It is advertised on the electronic board. It will be Wednesday from 9:00 am – 12:00 pm from January 29th – April 15th. If busy, a nighttime will be added.

Ann Marie Rheault suggested the flyer should be redone to be more cleared with the income amount.

e. 501c3 – Chairwoman Bain-Picard reported that Commissioner Cathy Beaudoin will be reviewing this but was unable to make tonight's meeting. Will address next month.

IX. New Business: Moved to beginning.

X. Chairman's Comments: None

XI. Council Liaison's Comments: Councilman John Pajeski thanked Ann Marie Rheault for coming to the meeting and explaining the process.

XII. Adjournment:

There being no further business of the Human Services Commission, a motion was made by Commissioner Karen Saccu, seconded by Commissioner Helena Schwalm to adjourn. This motion was approved unanimously. The meeting ended at 8:15 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Linda Schnaars", with a long horizontal flourish extending to the right.

Linda Schnaars
Recording Secretary

Ann Marie Rheault

From: Plymouth Mayor
Sent: Tuesday, January 21, 2020 1:26 PM
To: Sally Bain-Picard
Cc: Ann Marie Rheault
Subject: RE: URGENT / Tonight's Meeting

Sally, During my daily meeting with Ann Marie this morning, she did inform me that she is planning on attending your meeting tonight and she will be glad to answer any questions that the commission may have.

Dave

From: Sally Bain-Picard <sallybain-picard@comcast.net>
Sent: Tuesday, January 21, 2020 1:02 PM
To: Plymouth Mayor <mayor@plymouthct.us>
Subject: URGENT / Tonight's Meeting
Importance: High

Mayor Merchant,

I am in need of your guidance with a matter that has greatly angered some of the Commissioners. Cleveland funds were used to assist various families that were hit with fires of their homes. The issue is Not how the money was spent, the issue seems to be that no one on the Commission was told of this prior to the funds being removed. I am trying to calm the waters; but with our monthly meeting being tonight, I feel that is not going to be the case.

What do you think of the idea of Ann Marie in a cordial letter, explaining to the Commission why this done. Also she would explain that the funds will soon be returned, and in the future the Chairman of this Commission will be told ahead of time, IF this is done again, FOR TONIGHT'S MEETING.

You know this town has a black-eye, from our past issues with monies being used by way of the Town Comptroller. I do NOT want a return to that dark time from our not too distance past.

I am sorry that I need to come to you for assistance, but I truly feel this would be the best assurance to calm everyone's emotions regarding this issue.

Respectfully,
Sally Bain-Picard, Volunteer
Human Services Commission
Chairman

Ann Marie Rheault

From: Ann Marie Rheault
Sent: Tuesday, January 21, 2020 9:15 AM
To: Sally Bain-Picard
Cc: Plymouth Mayor; John Pajeski
Subject: RE: Human Services Summaries

The Mayor has been kept fully aware of all the funds that were utilized to provide temporary housing and food to the victims of several fires/displacements in town. The Town is required to assist families that are displaced from their home by a fire or other situation when our building inspector deems the home as inhabitable. Smaller amounts have, in the past, been utilized from Cleveland to assist fire victims in town. In recent months, the Town has had an abundance of fire and other cases that require us to provide housing to families. Due to the long term nature of the assistance and the number of recent incidences, Cleveland funds were used on a temporary basis in order to accumulate the total amount used for all of the families in one separate account. All families that were previously served are no longer receiving assistance and all of the food and housing bills have just recently been received and paid. The total assistance for each family has been provided to the building inspector's office to be billed back to the landlords. This total will also be used to do one payment from the Town back to the Cleveland Trust account. None of the above transactions and utilization of funds should be "troubling" and all transactions have been done with the Mayor's full knowledge. If you have any further questions, please contact me or the Mayor. Thanks.

From: Sally Bain-Picard <sallybain-picard@comcast.net>
Sent: Monday, January 20, 2020 5:16 PM
To: Ann Marie Rheault <arheault@plymouthct.us>
Cc: Plymouth Mayor <mayor@plymouthct.us>; John Pajeski <jpajeski@aol.com>
Subject: Re: Human Services Summaries

First let me thank-you for the ledgers in time for our meeting tomorrow.

While I am trying to not undo all the progress we have made regarding the manner of how we deal with matters of the town, I do have some questions.

The spending of over \$9000.00 from an account that is trusted to the Commission, is troubling especially without any notification.

In fact, back in 1996 the Cleveland Trust Fund was the whole reason and purpose of the Human Services Commission being started. The town realized that a Commission was needed to oversee how this money spent. The Commission is one of five entities that receive quarterly dividends.

With all that said, why was so much spent, without so much as any kind of notification, to the Commission? How long will the replacement of those funds take?

On January 20, 2020 at 10:45 AM Ann Marie Rheault <arheault@plymouthct.us> wrote:

Please see the attached monthly summaries from August – December 2019. Please note that expenditures, other than the \$250 gift card donation, for the various fire victims will be reimbursed to the Cleveland funds from the Town.

Ann Marie Rheault

Director of Finance

Town of Plymouth

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Terryville, CT 06786

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