

Human Services Meeting Minutes
February 21, 2023

1. Call to Order: Chairwoman Cathy Beaudoin called the February 21, 2023, Human Services Commission Meeting to order at 7:00 p.m.

2. Attendance: Chairwoman Cathy Beaudoin, Commissioner Larry Chiucarello, Commissioner Lee Ulinskas, Commissioner Mark Malley and Commissioner Karen Saccu (via ZOOM). Also in attendance: Meg McCreedy from HRA (via Zoom).

3. Invocation:

Chairwoman Beaudoin gave the invocation.

4. Public Input: None

5. Acceptance of Minutes:

A motion was made by Commissioner Mark Malley, seconded by Commissioner Lee Ulinskas to accept the meeting minutes of January 24, 2023 as corrected below. This motion was approved unanimously.

Commissioner Larry Chiucarello stated that the following needs to be corrected as he did not suggest partnering to expand the community garden. The correction under c. ARPA *Commissioner Mark Malley suggested partnering to expand the community garden.*

6. Communications/Correspondence (If Needed): None

7. Human Services Report: See attached report.

Meg McCreedy went over her report.

8. New Business:

a. Bylaws

A discussion took place about the bylaws. Commissioner Larry Chiucarello handed out the ordinance which does not reflect what is written in the bylaws. The first sentence in the ordinance should be looked at.

Commissioner Mark Malley would like the Cleveland Fund policies revised.

Commissioner Larry Chiucarello would like the Commission to follow up with Councilwoman Roxanne McCann regarding a meeting with the finance director.

Commissioner Karen Saccu stated that there are minutes from years ago that the Commission approved the Chairwoman had authority to approve funds from the Cleveland Trust Fund.

Chairwoman Cathy Beaudoin would like to change the wording regarding the three year term. She would like to change it to when a commissioner's term is up, the commissioner can reapply or if the commissioner decides not to come back you do not have to give a resignation letter.

Commissioner Mark Malley stated the wording: in the event that a Commissioner desires to continue in office at the termination of their current term such Commissioner shall submit a request for reappointment to the Chairperson.

b. ARPA – Follow up information.

Commissioner Larry Chiucarello reported he talked to Maureen Cappelto; Plymouth Parks and Recreation Director and she is happy to be partnering in this project.

Commissioner Larry Chiucarello went over the plans for the Community Garden.

On February 7th Commissioner Larry Chiucarello, Chairwoman Cathy Beaudoin, Commissioner Karen Saccu, Maureen Cappelto, Meg McCreedy and Rich Sauzedde met at the Community Garden to brainstorm and develop a plan.

On February 14th Commissioner Larry Chiucarello, Maureen Cappelto and Rich Sauzedde met to go over plans and get an estimate of costs.

Commissioner Larry Chiucarello met with Three Leaf and received an estimate of \$68,000.

The food pantry would have 8 plots and the town would have 28 plots.

A motion was made by Commissioner Mark Malley, seconded by Commissioner Lee Ulinskas to apply for ARPA funds for the community garden in joint venture with the Parks and Recreation and to appoint Commissioner Lawrence Chiucarello as the liaison to handle that. This motion was approved unanimously.

9. NEW BUSINESS

a. Scholarships

Commissioners Mark Malley and Lee Ulinskas will review the scholarship applications. May 25th is the presentation. Commissioner Mark Malley will present the checks.

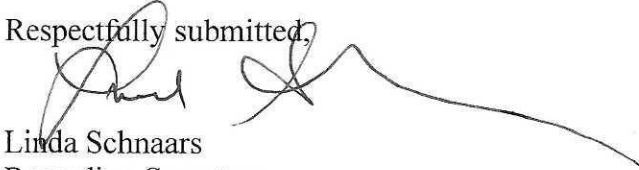
10. Chairman's Comments: None

11. Council Liaison's Comments: None

12. Adjournment:

There being no further business of the Human Services Commission, a motion was made by Commissioner Larry Chiucarello, seconded by Commissioner Mark Malley to adjourn. This motion was approved unanimously. The meeting ended at 8:20 p.m.

Respectfully submitted,


Linda Schnaars
Recording Secretary



**Human Resources Agency of New Britain, Inc.
Community Services Department
Plymouth Human Services Monthly Report**

January 2023

Submitted by: Meg McCreedy, Helen Supsinskas and Juan Berrios

Reporting Period: January 1, 2023 – January 31, 2023

Services	Total Count
Phone Calls	424
Walk-ins	112
Appointments	99
Energy Assistance	119
Rental Assistance	11
Medicare/Medicaid/Husky/Access Health	23
SNAP Applications/Renewals/Food Bank Referrals	30
Private/Rotary Fuel Bank	4
Senior Services	52
VITA	69
Information Services – Home Care, Mobility, Legal, Mental Health Counseling, Homelessness, CHORE Services, Financial Services Employment/Training, Veterans Services, Volunteering, Housing,	98

VITA Tax Return Service:

Plymouth office has received 75 calls for tax preparation information and appointment scheduling. There are 69 appointments scheduled for the VITA site Wednesdays 9:00 a.m. – 12:00 noon. Due to Bristol HRA VITA site offering tax prep on Mondays 5:00 p.m. – 8:00 p.m. and Thursday 9:00 a.m. – 12:00 noon - 6 referrals were made to the Bristol location to assist those that needed a different appointment time. Tax return services began on Wednesday January 25, 2023 on the lower level of Plymouth Town Hall.

Donations Shared With Community:

5 toiletry bags were given out this month. The toiletry bags consist of personal care products and include COVID test kits. 3 pantry food boxes were shared along with gift cards for fresh produce and protein.



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Private Funds and Rotary Fuel Bank:

There were 4 requests for Rotary Fuel Funds and 1 for Private Funds. Rotary Fuel Fund requests were followed up with Energy Assistance appointments to complete/submit applications.

In a **Wonderful** joint community effort, Private Funds were combined with contributions from Main Street Foundation, Thrive Church, and Terryville Congregational Church, to a young couple that have been staying with family, friends and in Hotels locally since, through no fault of their own, they were not able to renew their lease. The expectant Mom was put off work by her MD due to pregnancy concerns and her husband was in a full time CDL Training Program. The family was referred to Marlena Saracin – Yellow Brick Real Estate, who did their background/financial check. Marlena helped them to find an apartment they liked, is affordable, close to a park and schools for their now 10 month old son going forward. Mom is now back to work and Dad just graduated from CDL training program with a solid promise of work. I have coordinated with them to come in to apply for Energy Assistance and other needs they may have. Due to the support of this **Amazing** community working together, this young family now has a place to call home and Move in Day was Feb 1/23.

Energy Assistance:

There have been 119 inquiries this month, regarding the Energy Assistance Program. In-Person/Representative Appointments are available at the Human Services Department in Plymouth Town Hall or at HRA's Bristol Office on 55 South Street. In addition, residents can apply by telephone, mail, email, or online this season. For more information on the Energy Assistance Program please visit HRA's website at www.hranbct.org and under "Programs" click on "Energy Assistance." They may also request fuel deliveries from this site. Due to Operation Fuel Income Levels increase, those who had applied and were denied due to being over income have been asked to reapply.

Small Wonders:

Thank you to Mayor Kilduff for assistance with the Inventory Control Sheet summary of the 85 Back-to-School/Small Wonders gift cards originally ordered by Plymouth:

Total cards distributed with no record of recipient:	9
Cards distributed 4Q 22:	53
Cards distributed 1Q 23:	19
Cards remaining:	4
Total Cards Ordered:	<hr/> 85

Plymouth Police Department:

The officers performed one wellness visit to a senior in the community at the request of the Human Services Office. They found this senior in safe status and the senior responded well to their visit. Follow-up with protective services is forthcoming as it was noted that the senior could use some assistance with affordable Home Care.

Veterans Services: There were 2 referrals to Veterans Strong Community Center in Bristol for veterans that required physical health and wellness services, transportation and mental health needs.