

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

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

Human Services Commission Meeting Minutes  
July 15, 2025

1. **Call to Order & Note Fire Exits:** Chairwoman Cathy Beaudoin called the July 15, 2025, Human Services Commission Meeting to order at 7:01 p.m. in the Mayor's conference room and noted the fire exits.

2. **Attendance:** Chairwoman Cathy Beaudoin, Commissioner Lee Ulinskas, Commissioner Larry Chiucarello, and Vice-Chairman Mark Malley. Also in attendance: Carin Grunwald and Helen Supsinskas from HRA and Council Liaison Tony Roveto.

3. **Pledge of Allegiance:**

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

4. **Public Input:** None

5. **Acceptance of Minutes – June 17, 2025**

A motion was made by Commissioner Lee Ulinskas, seconded by Commissioner Larry Chiucarello to accept the minutes of June 17, 2025. This motion was approved unanimously.

5. **Communications/Correspondence:**

Adams IGA round up \$544.23.

7. **Human Services Report:** *See attached report for June.*

Carin Grunwald has not heard anything on Small Wonders. Chairwoman Beaudoin will follow up.

Helen Supsinskas printed a job description of the Case Manager. See attached.

8. **New Business:**

The Commission discussed applying for the Thomaston Savings Bank grant which is due July 31<sup>st</sup>. Chairwoman Beaudoin and Commissioner Lee Ulinskas will apply and ask for the senior Christmas gift cards.

8. **Old Business:** None

PLYMOUTH, CT  
TOWN CLERK'S OFFICE  
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**9. Monthly Financial Statement:**

The Commissioners went over the Account Summary. Chairwoman will follow up and set up a meeting with the Mayor.

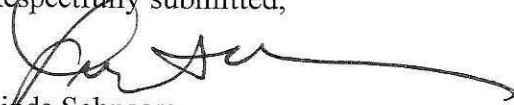
**10. Chairwoman's Comments:** None

**12. Council Liaison's Comments:** None

**13. Adjournment:**

**There being no further business of the Human Services Commission, a motion was made by Vice-Chairwoman Mark Malley , seconded by Commissioner Lee Ulinskas to adjourn. This motion was approved unanimously. The meeting ended at 7:50 p.m.**

Respectfully submitted,



Linda Schnaars  
Recording Secretary



The Community Services Case Manager provides supportive services to individuals and/or families to obtain health, financial and social services; provides assessments and develops and implements case management plans; performs related duties as required. The Community Services Case Manager is responsible for providing staff support to the implementation of Human Services Infrastructure (HSI) practices across the agency. The Community Services Case Manager works directly with program participants and staff and develops, arranges and coordinates individual/family service plans. The Community Services Case Manager will also assist in building the capacity to achieve successful outcomes by collaborating with all HRA programs, various Coalitions and community agencies through marketing, networking, and referrals. This position requires an ability to maintain strict confidentiality and handle information with tact and diplomacy. This position will be part of HRA's Community Health Worker (CHW) Initiative Implementation Team and will be expected to provide relevant services that include, but are not limited, outreach, engagement, education, coaching, informal counseling, advocacy, care coordination, and research related to the social determinants of health.



Human Resources Agency of New Britain, Inc.  
Community Services Department  
Plymouth Human Services Monthly Report  
June 2025

Submitted by: Carin Grunwald, Helen Supsinskas  
Reporting Period: June 1, 2025 – June 30, 2025

Services	Total Count
Phone Calls	127
Walk-ins	21
Appointments	23
Energy Assistance	4
Housing Inquiries	8
Medicare/Medicaid/Husky/Access Health	9
SNAP Apps/Renewal/Food Bank Referrals/Farmers Market Cards	29
Private/Rotary Fuel Bank	1 request
Senior Services - Home Care, Renters Rebate, Elder/Disabled Tax Reduction, EPS, CHORE Services, Mobility	28
Information Services – Legal, Mental Health Counseling, Homelessness, Financial Services, Employment/Training, Veterans Services, Volunteering, Transportation	89

**Donations Shared With Community:**

A \$50.00 Aldi gift card was provided to a client to assist with grocery expenses.

**Rotary Fuel Fund and Church Fund/Donations**

Emergency Fuel Help Requests- 1 emergency request for heating oil. Rotary Funds were utilized to provide 100 gallons of oil to the clients.

Town Fund Request- 0

**Donations from the Community:**

None to report.

**Energy Assistance:**

The Energy program is currently closed. Applications will begin again in September 2025. Clients must re-apply for Energy assistance every year. There were 4 requests for assistance with the WRAP program (water bill reduction) and CL&P for (shut off notices, matching payment plans, and the newly restructured tier levels.)

**VITA Tax Services:**

Vita Tax services have ended. Any questions from clients pertaining to Tax returns done in the Plymouth Town Hall are directed to the VITA staff.



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### **Community Outreach:**

There are a range of informational resources that are continually available to the community. Case manager attended a Rotary meeting this month and provided members with a brief update on the community's needs.

A representative from the Salvation Army chapter in Litchfield connected with the Human Services office. There is funding in the amount of \$2600.00 available to the community that can be used for various purposes. A follow-up meeting will be scheduled for further discussion.

Case manager is working on scheduling visits to Gosinski Park, and Eli terry to introduce myself to the residents and provide an opportunity to go over some of the programs we offer, and answer any questions they may have.

HRA and the Parks and Recreation Dept.'s Back to School Movie Night is scheduled for August 16, 2025 @ Ososki Park.

**Veterans Services:** Directed to Veterans Strong.

### **Elder Services:**

11 Farmers Market cards have been issued this month.

3 requests for information about Meals on Wheels program.

1 Transportation request

13 renters rebate requests referred to the tax department.