

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

September 16, 2025

1. **Call to Order & Note Fire Exits:** Chairwoman Cathy Beaudoin called the September 16, 2025, Human Services Commission Meeting to order at 7:00 p.m. in the Mayor's conference room and noted the fire exits.

2. **Attendance:** Chairwoman Cathy Beaudoin, Commissioner Lee Ulinskas, Vice-Chairman Mark Malley, Commissioner Sarah Sandshaw and Commission Morgan Hoadley. 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

Rick Donnelly, 22 Sandra Avenue – Mr. Donnelly stated he was just coming to the meeting to listen and learn.

5. **Acceptance of Minutes – July 15, 2025**

A motion was made by Commissioner Lee Ulinskas, seconded by Vice-Chairman Mark Malley to accept the minutes of July 15, 2025. This motion was approved unanimously.

6. **Communications/Correspondence:**

Chairwoman Beaudoin reported that Larry Chiucarello resigned. The commission will send a letter to him thanking him for his time.

Chairwoman Beaudoin received a letter from the Main Street Community Foundation stating the \$544.23 donation was received for the Plymouth Human Services Scholarship fund.

Chairwoman Beaudoin reported that on September 8th, the mayor's office called and asked for her to approve \$500.00 for the fire victim on Carter Road. Chairwoman Beaudoin approved this request to come out of the Cleveland Fund.

7. **Human Services Report:** *See attached report for July and August..*

8. **New Business:** None

9. **Old Business:**

a. **The Thomaston Savings bank grant update**

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Chairwoman Beaudoin and Commissioner Lee Ulinskas wrote the grant for \$3750.00 and was awarded that amount. The grant will be for 75 gift cards for the senior gift bags.

10 Monthly Financial Statement:

Chairwoman Beaudoin has not received any financials will follow up.

The Commission will send a letter to mayor.

11. Chairwoman's Comments:

Chairwoman Beaudoin welcomed Sarah and Morgan and thanked them for volunteering! I appreciate it!


12. Council Liaison's Comments:

Councilman Tony Roveto will mention at the town council meeting that the Human Services Commission is waiting for the reconciliation of the accounts.

13. Adjournment:

There being no further business of the Human Services Commission, a motion was made by Commissioner Lee Ulinskas , seconded by Vice-Chairman Mark Malley to adjourn. This motion was approved unanimously. The meeting ended at 7:20 p.m.

Respectfully submitted,


Linda Schnaars
Recording Secretary



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

Submitted by: Carin Grunwald, Helen Supsinskas
Reporting Period: July 1, 2025 – July 31, 2025

Services	Total Count
Phone Calls	123
Walk-ins	13
Appointments	23
Energy Assistance	3
Housing Inquiries	8
Medicare/Medicaid/Husky/Access Health	7
SNAP Apps/Renewal/Food Bank Referrals/Farmers Market Cards	24
Private/Rotary Fuel Bank	0
Senior Services – Home Care, Renters Rebate, Elder/Disabled Tax Reduction, EPS, CHORE Services, Mobility	24
Information Services – Legal, Mental Health Counseling, Homelessness, Financial Services, Employment/Training, Veterans Services, Volunteering, Transportation	98

Donations Shared With Community:

A \$50.00 Dollar General gift card was provided to a client to assist with diaper needs.

Rotary Fuel Fund and Church Fund/Donations

Emergency Fuel Help Requests- 0
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 3 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. If there are any questions from clients pertaining to Tax returns done in the Plymouth Town Hall are directed to the VITA staff. The VITA program will start again January 2026.



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Community Outreach:

There are a range of informational resources that are continually available to the community. Case manager has scheduled an informational session @ Gosinski Park on August 5, 2025, to introduce myself to the residents and provide an opportunity to go over some of the programs we offer, as well as 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:

14 Farmers Market cards have been issued this month.
0 requests for information about Meals on Wheels program.
0 Transportation request
10 renters rebate requests referred to the tax department.

There were 5 calls regarding the Small Wonders Back Pack program



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

August 2025

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

Services	Total Count
Phone Calls	127
Walk-ins	9
Appointments	24
Energy Assistance	20
Housing Inquiries	5
Medicare/Medicaid/Husky/Access Health	9
SNAP Apps/Renewal/Food Bank Referrals/Farmers Market Cards	19
Private/Rotary Fuel Bank	1
Senior Services - Home Care, Renters Rebate, Elder/Disabled Tax Reduction, EPS, CHORE Services, Mobility	14
Information Services – Legal, Mental Health Counseling, Homelessness, Financial Services, Employment/Training, Veterans Services, Volunteering, Transportation	94

Donations Shared With Community:

2 gift cards were provided this month.

A \$50.00 Dollar General gift card was provided to a client who needed essential items such as pet food, and cleaning products. Clients don't have transportation, gift card was mailed.

A \$50.00 Aldi gift card was provided to a client whose power had been shut off, client needed ice, and to replace items spoiled due to no electricity.

Rotary Fuel Fund and Church Fund/Donations

Emergency Fuel Help Requests- 1 Rotary funding was used to assist a client in paying her electric and gas bills in order to avoid shut off.

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 18 inquiries about Energy assistance appointments. Case Manager will start taking appointments in September. There were 2 request 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.)



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VITA Tax Services:

Vita Tax services have ended. Any questions from clients pertaining to 2024 tax returns done at the Plymouth Town Hall are directed to the VITA staff. The VITA program will start again January 2026.

Community Outreach:

There are a range of informational resources that are continually available to the community. Case manager held an informational session @ Gosinski Park on August 5, 2025, Case manager provided residents an opportunity to go over some of the programs we offer, as well as answer any questions they may have.

Case Manger also presented at a Senior Lunch and Learn hosted by the Park and Rec department on August 20, 2025. Case manager provided seniors with an informational session on programs available to senior residents within the community,

HRA and the Parks and Recreation Dept. hosted a Back to School Movie Night on August 16, 2025 @ Ososki Park. Community members were provided with free popcorn, ice cream, and community resources.

Veterans Services: Directed to Veterans Strong.

Elder Services:

- 15 Farmers Market cards have been issued this month.
- 0 requests for information about Meals on Wheels program.
- 1 Transportation request
- 3 renters rebate requests referred to the tax department.

There was 1 call regarding the Small Wonders Back Pack program