

Human Services Commission Meeting Minutes
November 18, 2025

1. Call to Order & Note Fire Exits: Chairwoman Cathy Beaudoin called the November 18, 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, Vice-Chairman Mark Malley, Commissioner Sarah Sandshaw, Commission Morgan Hoadley and Commissioner Lee Ulinskas. Also in attendance: Carin Grunwald from HRA.

3. Pledge of Allegiance:

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

4. Public Input: None

5. Acceptance of Minutes – September 16, 2025

A motion was made by Vice-Chairman Mark Malley, seconded by Commissioner Lee Ulinskas to accept the minutes of September 16, 2025. This motion was approved unanimously.

6. Communications/Correspondence: None

7. Approval of 2026 Meeting Dates: See attached

A motion was made by Vice-Chairman Mark Malley, seconded by Commissioner Sarah Sandshaw, to approve the 2026 meeting dates. This motion was approved unanimously.

8. Human Services Report: *See attached report for September and October 2025.*

There are 62 residents at Gosinski Park and 33 at Eli Terry.

Carin Grunwald announced that Gosinski Park has started their \$5.00 lunches which are opened to the Community.

9. New Business:

a. Discuss collaboration for Capitals request in regard to the senior lounge

Chairwoman Beaudoin talked about collaborating with the Parks and Recreation department to upgrade the senior lounge. Human Services Commission, VITA, and Small Wonders uses the senior lounge.

A motion was made by Vice-Chairman Mark Malley, seconded by Commissioner Sarah Sandshaw to authorize the Chairwoman to research and propose to the Capital Improvement Committee in partnership with the Parks and Recreation Commission to refreshen (either refresh or freshen) the senior lounge/kitchen area. This motion was approved unanimously.

10. Old Business:
a. Senior Christmas

Thomaston Savings Bank awarded \$3750.00 to purchase 75 cards from Adams IGA in the amount of \$50 gift cards. There are 95 seniors who should receive cards.

Commissioner Sarah Sandshaw will look into having the Leo's Club at the high school make cards for the seniors.

A motion was made by Vice-Chairman Mark Malley, seconded by Commissioner Morgan Hoadley to allocate \$1000.00 from the Cleveland Fund to purchase the additional 20 senior gift cards. This motion was approved unanimously.

11. Monthly Financial Statement:

The finance department is still working on the reports.

12. Chairwoman's Comments:

Chairwoman Beaudoin thanked the Commission for being patient with the financials.

13. Council Liaison's Comments: N/A

14. Adjournment:

There being no further business of the Human Services Commission, a motion was made by Commissioner Morgan Hoadley, seconded by Commissioner Lee Ulinskas to adjourn. This motion was approved unanimously. The meeting ended at 7:30 p.m.

Respectfully submitted,



Linda Schnaars
Recording Secretary

Town of Plymouth
80 Main Street
Terryville, Connecticut 06786

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

To: Linda Konopaske, Town Clerk
From: Human Services Commission
Date: November 18, 2025

In compliance with Section 1-225 of the Connecticut General Statutes, the following is a listing of the dates of the regular meeting for the Human Services Commission.

The Human Services Commission meetings take place at Plymouth Town Hall, Mayor's Conference Room, 80 Main Street, Terryville, Connecticut at 7:00 p.m.

January 20, 2026
February 17, 2026
March 17, 2026
April 21, 2026
May 19, 2026
June 16, 2026
July 21, 2026
September 15, 2026
October 20, 2026
November 17, 2026
December 1, 2026 * Meeting is the first Tuesday of the month.**

Respectfully submitted,

Cathy Beaudoin

Cathy Beaudoin
Chairwoman

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

Submitted by: Carin Grunwald, Helen Supsinskas
Reporting Period: September 01, 2025 – September 30, 2025

Services

Total Count

Phone Calls	161
Walk-ins	13
Appointments	27
Energy Assistance	72
Housing Inquiries	6
Medicare/Medicaid/Husky/Access Health	4
SNAP Apps/Renewal/Food Bank Referrals/Farmers Market Cards	18
Private/Rotary Fuel Bank	1
Senior Services - Home Care, Renters Rebate, Elder/Disabled Tax Reduction, EPS, CHORE Services, Mobility	10
Information Services – Legal, Mental Health Counseling, Homelessness, Financial Services, Employment/Training, Veterans Services, Volunteering, Transportation	82

Donations Shared With Community:

2 gift cards were provided this month.

A \$50.00 Dollar General Gift card was provided to a client who resides in a local hotel, client needed items not available through the community closet such as bike oil, paper plates and utensils.

A \$50.00 Aldi gift card was provided to a senior client applying for SNAP who needed food.

Rotary Fuel Fund and Church Fund/Donations

Emergency Fuel Help Requests- (1) Rotary funding was used to provide emergency oil assistance. Client received 100 gallons of oil and an oil burner restart. Plymouth Oil delivered and waived the oil burner restart fee.

Town Fund Request- 0

Donations from the Community:

Salvation Army Torrington chapter provided a large donation to the Human Services Community Closet. Donations included; shampoo, conditioner, body wash, razors, shaving cream, blankets, cleaning products, deodorants, tooth brushes, and tooth paste.

HRA will follow up with a thank you letter to the Salvation Army.

Energy Assistance:

The Energy Assistance program is currently open. HRA started accepting applications beginning September 1, 2025. Clients must re-apply for Energy Assistance every year. There were 72 inquiries regarding the energy assistant program. There were 3 requests for assistance with the WRAP program (water bill reduction) and or CL&P for (shut off notices, matching payment plans, and the newly restructured tier levels.)



Human Resources Agency of New Britain, Inc.

Community Services Department

Plymouth Human Services Monthly Report

September 2025

Submitted by: Carin Grunwald, Helen Supsinskas

Reporting Period: September 1, 2025 – September 30, 2025

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.

HRA Human Services and the Parks and Recreation are in the planning stages of hosting a movie night for local senior citizens.

Veterans Services: Directed to Veterans Strong.

Elder Services:

9 Farmers Market cards have been issued this month.

2 requests for information about Meals on Wheels program.

2 Transportation request

6 renters rebate requests referred to the tax department.



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

Submitted by: Carin Grunwald, Helen Supsinskas
Reporting Period: October 01, 2025 – October 31, 2025

Services	Total Count
Phone Calls	163
Walk-ins	19
Appointments	41
Energy Assistance	81
Housing Inquiries	5
Medicare/Medicaid/Husky/Access Health	5
SNAP Apps/Renewal/Food Bank Referrals/Farmers Market Cards	15
Private/Rotary Fuel Bank	3
Senior Services - Home Care, Renters Rebate, Elder/Disabled Tax Reduction, EPS, CHORE Services, Mobility	12
Information Services – Legal, Mental Health Counseling, Homelessness, Financial Services, Employment/Training, Veterans Services, Volunteering, Transportation	98

Donations Shared With Community:

2 gift cards were provided this month.

A \$50.00 Aldi gift card was provided to a client who recently lost her job due to medical issues. Client has applied for SNAP benefits.

A \$50.00 Aldi gift card was provided to a senior client who needed food and was not eligible for the food pantry this week.

Rotary Fuel Fund and Church Fund/Donations

Emergency Fuel Help Requests- (3)

There were 3 emergency oil requests this month. Two clients were not eligible as they had utilized the fund within the past few months, and HRA's energy program is open and available to these residents. Both clients have submitted applications to HRA.

Rotary funding was used to provide emergency oil assistance to a client who received a denial from HRA's energy program, because their household was over income. Client received 100 gallons of oil from Thomaston Oil

Town Fund Request- 0

Donations from the Community:

None to report this month.

Energy Assistance:

The Energy Assistance program is currently open. HRA started accepting applications beginning September 1, 2025. Clients must re-apply for Energy Assistance every year. There were 89 inquiries regarding the energy assistant program. There were 6 requests for assistance with the WRAP program (water bill reduction) and or CL&P for (shut off notices, matching payment plans, and the newly restructured tier levels.)



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VITA Tax Services:

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Community Outreach:

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HRA Human Services and the Parks and Recreation are in the planning stages of hosting a movie night for local senior citizens.

Veterans Services: Directed to Veterans Strong.

Elder Services:

4 requests for information about Meals on Wheels program.

5 Transportation request

1 Request for information on the CHOICES program

2 Requests for Homecare