

Town of Plymouth
80 Main Street
Terryville, Connecticut 06786

Human Services Commission
Telephone: (860)585-4001
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Human Services Commission Meeting Minutes
April 21, 2026

1. **Call to Order & Note Fire Exits:** Chairwoman Cathy Beaudoin called the April 21, 2026, Human Services Commission Meeting to order at 7:00 p.m. in the Mayor's conference room and noted the fire exits.

2. **Attendance:** PRESENT: Chairwoman Cathy Beaudoin, Vice-Chairman Mark Malley, Commissioner Sarah Sandshaw, Commissioner Lee Ulinskas and Carin Grunwald, HRA.

Excused absence: Commissioner Morgan Hoadley

3. **Pledge of Allegiance:**

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

4. **Public Input:** None

5. **Acceptance of Minutes – March 17, 2026**

A motion was made by Vice-Chairman Mark Malley, seconded by Commissioner Lee Ulinskas to accept the minutes of March 17, 2026. This motion was approved unanimously.

6. **Communications/Correspondence:**

Chairwoman Cathy Beaudoin received a letter in reference to the 2025 Annual Appeal donation that gets deposited into the fuel bank account in the amount of \$5000.00. Chairwoman will confirm with the accounting department to see if the direct deposit has been made.

7. **Human Services Report:** *See attached report for March 2026.*

A discussion took place about Carin Grunwald attending the Rotary Club meetings. The Commission would like her to go to the meetings once a month.

8. **New Business:**

a. **Private Fund Request – Executive Session, if necessary**

Chairwoman Cathy Beaudoin stated HRA received a request in the amount of \$3306.94 which is to pay the arrearage amount on a mortgage.

Vice-Chairman Mark Malley made a motion, seconded by Commissioner Lee Ulinskas to go into Executive Session for the purpose of discussing personal financial information.

2026 APR 27 AM 11:13
PLYMOUTH, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
Sarah Kempf
TOWN CLERK

Carin Grunwald from HRA was invited to stay for Executive Session. The time is 7:13 PM. This motion was approved unanimously.

Vice-Chairman Mark Malley made a motion, seconded by Commissioner Lee Ulinskas to come out of Executive Session at 7:42 PM. This motion was approved unanimously.

A motion was made by Commissioner Lee Ulinskas for approval of the fund request in the amount of \$3306.94 from the Cleveland Fund for a resident of Plymouth as presented by HRA and discussed in Executive Session.

A motion was made by Vice-Chairman Mark Malley, seconded by Commissioner Sarah Sandshaw to amend the original motion on confirmation that the resident can make their arrears current with this assistance. This amendment was approved unanimously.

The original motion, as amended, was then approved unanimously.

9. Old Business:
a. Scholarship

Commissioners Lee Ulinskas, Sarah Sandshaw and Morgan Hoadley reviewed the scholarships that were due April 23.

10. Monthly Financial Statement:

Chairwoman Cathy Beaudoin reported that she sat with accounting department for many hours. They went over accounts from July 2021 – January 2026.

Carin Grunwald explained when she utilizes Rotary fund vs fuel assistance.

11. 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 Commissioner Sarah Sandshaw, seconded by Vice-Chairman Mark Malley to adjourn. This motion was approved unanimously. The meeting ended at 8:05 p.m.

Respectfully submitted,


Linda Schnaars
Recording Secretary



Human Resources Agency of New Britain, Inc.
Community Services Department
Plymouth Human Services Monthly Report
March 2026

Submitted by: Helen Supsinskas
 Carin Grunwald

Reporting Period: March 1, 2026 – March 31, 2026

Services	Total Count
Phone Calls	197
Walk-ins	25
Appointments	21
Energy Assistance	31
Housing Inquiries	5
Medicare/Medicaid/Husky/Access Health	10
SNAP Apps/Renewal/Food Bank Referrals/Farmers Market Cards	13
Private Town Fund /Rotary Fuel Bank	2
Senior Services - Home Care, Renters Rebate, Elder/Disabled Tax Reduction, EPS, CHORE Services, Mobility	7
Information Services – Legal, Mental Health Counseling, Homelessness, Financial Services, Employment/Training, Veterans Services, Volunteering, Transportation	114

Donations Shared With Community:

This month, 2 essential items bags were provided to community members. Additionally, two gift cards were provided: a \$50.00 Aldi gift card was given to a client applying for SNAP benefits, and who currently only eats one meal a day. Also, a \$50.00 Adam's gift card was provided to a client who needed to supplement Pediasure.

Rotary Fuel Fund and Church Fund/Donations

Emergency Fuel Help Requests- 1 Rotary funding was utilized to provide a client with 100 gallons of emergency oil.

Town Fund Request- 1 Client has not returned all necessary paperwork

Donations from the Community:

None to report this month

Energy Assistance:

The Energy program is currently open for those who heat with utilities. There were 31 energy related appointments or inquiries this month. 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.)



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VITA Tax Services:

VITA Tax services began on January 29, 2026 and continued every Wednesday from 9am-12pm through April 8, 2026. There were 51 inquiries about our Vita Tax service this month. Overall, the VITA program assisted 125 community members with filing their 2025 taxes at the Plymouth site location.

Community Outreach:

Case manager continues to make a variety of informational resources available to the community. Consistently resources surrounding women's mental health, and food insecurity are taken most. Additionally, HRA Human Services and the Parks and Recreation Director will apply for a mini grant from the Phyllis Corsetti Endowment Fund, funding will be used to support a Back to School Movie Night scheduled for August 2026.

Veterans Services:

Referred to Veterans Affairs

Elder Services:

There were 0 inquiries about the Farmers Market cards. Cards will be available for distribution beginning in May 2026 Clients must reapply yearly, and meet the qualifications for this benefit. 4 renters rebate requests and referrals to the tax department. 2 requests for senior housing assistance, 0 requests for Meals on Wheels. 1 requests for transportation.

Crisis Intervention

A client contacted the case manager in crisis, leaving a distressed voicemail. The client was recently diagnosed with early-onset Alzheimer's disease and is experiencing several stressors. Due to concerns for the client's safety and well-being, the case manager requested a wellness check through the Plymouth Police Department.