

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
October 20, 2026

1. **Call to Order & Note Fire Exits:** Chairwoman Cathy Beaudoin called the October 20, 2026, Human Services Commission Meeting to order at 7:00 p.m. in the mayor's conference room and noted the fire exits.

2. **Roll Call:** PRESENT: Chairwoman Cathy Beaudoin, Vice-Chairman Mark Malley, Commissioner Sarah Sandshaw, Commissioner Morgan Hoadley, Carin Grunwald from HRA and Councilwoman Sue Boilard.

3. **Pledge of Allegiance:**

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

4. **Public Input:** None

5. **Acceptance of Minutes – September 15, 2026**

A motion was made by Commissioner Morgan Hoadley, seconded by Commissioner Sarah Sandshaw to accept the minutes of September 15, 2026. This motion was approved unanimously.

6. **Communications/Correspondence:**

Chairwoman Beaudoin received a \$3,000.00 donation check from the Archbishop Annual Appeal. This donation is for the fuel bank.

Councilwoman Sue Boilard asked if there is a separate fuel bank account.

Chairwoman Beaudoin replied that it goes into the Town of Plymouth Cleveland Fund.

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

Carin Grunwald reported that it is energy season and there is a very big increase. Carin Grunwald stated that she likes the ease of accessing Rotary Funds. She gets an answer to her email within 24 hours.

Carin Grunwald stated that she is booking at the end of November. HRA Bristol is booking in January. They try to help the oil clients first as they can get shut off.

The Committee discussed the procedure for requesting emergency energy assistance funds. Carin Grunwald will email the Chairwoman and Vice-Chairman and get approval from one of them. Then she will ask the mayor to sign off.

PLYMOUTH, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
2026 OCT 22 AM 11:17
TOWN CLERK

Chairwoman Beaudoin noted the Private Funds Procedures will need to be updated as the last time it was done was January 15, 2019.

Carin Grunwald reported that she attended the Main Street Foundation director's luncheon.

Carin Grunwald reported that Senior Dial A Ride is picking up. She stated that people are still not aware of the services.

Councilwoman Sue Boilard asked Carin if she gets a lot of questions about veterans.

Carin Grunwald stated she refers the veterans to Donna Dognin at Veterans Strong.

8. New Business: None

9. Old Business:

a. Discuss senior holiday gift bags

Committee Member Sarah Sandshaw spoke with her contact person regarding making the cards again this year. She just needs to know how many the Commission needs. The Commission decided on 110 cards/tags.

Chairwoman Beaudoin stated the Thomaston Savings Bank grant was \$3500.00 for the gift cards.

The gift cards will be distributed on December 18th. The cards/tags will be done for December 11th.

A motion was made by Vice-Chairman Mark Malley, seconded by Commissioner Sarah Sadnshaw to spend up to \$2000.00 from the Cleveland Fund to purchase Christmas gift cards. This motion was approved unanimously.

10. Monthly Financial Statement:

Chairman Cathy Beaudoin went over the bank statement.

11. Chairwoman's Comments: None

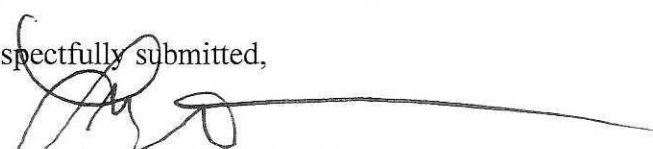
13. Council Liaison's Comments:

Councilwoman Sue Boilard stated there was a local group in town that donated to the Rotary Fund. She is going to find out how she can get a donation to help with the fuel fund.

14. Adjournment:

There being no further business of the Human Services Commission, a motion was made by Commissioner Morgan Hoadley, seconded by Commissioner Sarah Sandshaw to adjourn. This motion was approved unanimously. The meeting ended at 7:40 p.m.

Respectfully submitted,


Linda Schnaars, Recording Secretary



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

Submitted by: Carin Grunwald, Helen Supsinskas
Reporting Period: September 01, 2026 – September 30, 2026

Services	Total Count
Phone Calls	183
Walk-ins	27
Appointments	35
Energy Assistance	80
Housing Inquiries	4
Medicare/Medicaid/Husky/Access Health	4
SNAP Apps/Renewal/Food Bank Referrals/Farmers Market Cards	18
Private/Rotary Fuel Bank	3
Senior Services - Home Care, Renters Rebate, Elder/Disabled Tax	15
Reduction, EPS, CHORE Services, Mobility	
Information Services – Legal, Mental Health Counseling, Homelessness,	
Financial Services, Employment/Training, Veterans Services,	
Volunteering, Transportation/ Lap Top connect program	111

Donations Shared With Community:

A \$50.00 Dollar General Gift card was provided to a client who currently has limited income and walks to school in Farmington.

Case manager also provided client with a bag of essential items.

Rotary Fuel Fund and Church Fund/Donations

Emergency Fuel Assistance Requests – (3) Rotary requests were submitted. Rotary funding was used to provide 100 gallons of emergency heating oil to a client who had run out of fuel. Additional Rotary funding was used to assist two clients with their utility bills.

Town Fund Request- 0

Donations from the Community:

None to report

Energy Assistance:

The Energy Assistance program is currently open. HRA started accepting applications beginning September 1, 2026. Clients must re-apply for Energy Assistance every year. There were 76 inquiries regarding the energy assistant program. There were 4 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:

The VITA program will start again January 2027.

Community Outreach:

A variety of informational resources continue to be made available to the community. The resource table has been updated to include information regarding the new ABAWD requirements for SNAP recipients, ensuring that community members have access to the most current eligibility and compliance information.

The Case Manager attended the Main Street Foundation's Social Service Directors Luncheon to connect with other service providers and discuss community resources.

In collaboration with the Parks & Recreation Department, the Case Manager presented the third and final session of a three-part computer literacy series for local seniors.

Senior Movie Nights have also resumed and are held on the first Thursday of each month at Terryville High School, providing local seniors with an opportunity to enjoy movies and socialize with others in the community.

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

1 renters rebate requests referred to the tax department.