



## MEMORANDUM

To: Phil Mason, Principal Planner  
From: Chris Moran, Executive Director  
CC: GGA Architects  
Program Committee  
Date: November 5, 2009  
Re: Occupancy Numbers for Community House

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Phil,

I have prepared some language and provided you a little history that I think will help you with your memorandum to the Town Council.

### Proposed Community House

1. The proposed Community House facility is a long-term transitional facility that will have 52 beds on the upper level.
2. Dormitory beds include two 10-bed (5 bunks in each room) dormitory type rooms for residents initially approved for Community House services.
3. Transitional beds include 5 quad rooms (two bunk beds per room) for 20 persons who are stepping up to another level of services.
4. Transitional beds also include 6 double rooms (two single beds per room) for twelve residents who are transitioning in the program to a final phase that provides more freedom with responsibilities (residents will have their own keys at this level).
5. Since the proposed Community House is defined as a "shelter" in the town ordinance we would naturally make allowances for some floor space on the lower level in case of a community wide disaster, medical emergency, storm, white flag nights (when weather makes it dangerous for people to be on the streets\*), power outage or referral by police/fire agents, local emergency response team, hospital or emergency management officials.

\* Temperatures drop below 40 degrees, heavy rains, snow and hail etc.

### Current Men's Residential Shelter at the Old Municipal Building (OMB)

1. The IFC currently has 54 spaces that are occupied by male residents every night.
2. 54 spaces include 30 beds and 24 floor spaces.
3. Before the creation of HomeStart the IFC served men, women and children residents at the OMB.
4. After the IFC renovated the OMB in 1989, homeless women and children occupied 18 beds on the basement floor.
5. The Community Kitchen moved from Merritt Mill Rd to the main floor at the OMB in 1990.
6. Homeless men occupied 34 beds on the second floor.
7. The total number of beds did not include floor space which has become a more frequent need in recent years.
8. The IFC stopped serving single women and women with children at the OMB in 2003.
9. The OMB basement floor is now used for storage only.

### HomeStart Campus for Homeless Women and Children

1. Project HomeStart opened in 1998 as a transition housing facility for homeless families.
2. The IFC renamed (HomeStart) and redefined HomeStart's mission and resident population in 2003 to include "homeless women and children".
3. There are three cottages on a 3 acre parcel at the Southern Human Services Center.
4. A total of 56 beds/cots are available in the HomeStart program.
5. The Emergency Shelter program in one cottage has a 16-bed capacity.
6. Two Transitional Housing cottages have a 20-bed capacity or 40 total beds.
7. General floor space for emergency situations is not available.