REPORT FOR AN ADAPTIVE RE-USE PLAN

Chateaugay Correctional Facility

Town of Chateaugay, County of Franklin, New York

January 26, 2014

Empire State Development

NEW YORK STATE CORRECTIONS AND COMMUNITY SUPERVISION

INTRODUCTION

This report ("the Report") is being provided by the New York State Department of Economic Development, doing business as Empire State Development ("ESD"), to inform future adaptive re-use plans for Chateaugay Correctional Facility ("the Site) that will generate investment and create jobs. The Site is located at 7874 State Route 11, Chateaugay, NY 12920-0320. It includes approximately 100 acres of land and 30 buildings of approximately 100,000 square feet.

This Report is being provided under the New York State Corrections Law, Article 4, sections 79-A and 79-B, which require ESD to provide a report for an adaptive re-use plan for each correctional facility at least six months prior to its effective planned closure date. On July 26, 2013, the New York State Department of Corrections and Community Supervision (DOCCS) announced that it planned to close four correctional facilities. These closures will continue prior reforms that are a result of a substantial reduction in the state crime rate and drug offenses – factors which contributed to a shrinking inmate population and a reduced number of correctional facilities necessary for operations. The four closures are anticipated to save taxpayers more than $30 million annually.

The following table below provides additional information on each planned closure:

Figure 1: Data on Correctional Facilities to be Closed

Facility	FTEs*	Inmate Population*	Maximum Capacity	County	ESD Region
Mt. McGregor	320	455	544	Saratoga	Capital District
Butler	130	177	240	Wayne	Finger Lakes
Monterey Shock	124	158	300	Schuyler	Southern Tier
Chateaugay	111	234 (all technical parole violators on short holds)	240	Franklin	North Country

**As of July 22, 2013*

For each of the correctional facilities to be closed, ESD is required to provide a report that evaluates each of the following:

1) The State government's potential to re-use the facility, including for a new purpose as part of the criminal justice system;
2) The potential for the State to sell the facility to another government entity;
3) The potential for the State to sell the facility to a private developer;

4) The community's input for future local development; and
5) The condition of the facility and any necessary investments required to bring it into good repair.

Accordingly, in each community, ESD evaluated the above issues in consultation with elected and appointed government officials, economic development partners, community members, and the commissioners and officials of various state government agencies, including: DOCCS, the Department of Civil Service (DCS), the Office of General Services (OGS), the Division of Criminal Justice Services, the Governor's Office of Employee Relations (GOER), officials of local governments of political subdivisions in which the correctional facility is located, and other appropriate state agencies and authorities.

The correctional facilities are scheduled for closure on July 26, 2014, one year after the closure announcement, to allow for a gradual transition and provide affected employees with options for positions within DOCCS and at other state agencies. In many cases, employees will be transferred to other nearby correctional facilities, with some able to transfer to facilities that are closer to their homes. For those with geographic restrictions, DOCCS and the State will continue to work with DCS to facilitate employment opportunities at other state agencies.

Acknowledging the necessity of staff transition in some cases, it is important to note that these closures are occurring due to New York's tremendous progress in reducing crime. The operation of fewer facilities is an unmistakable sign of a right-sized government, stronger communities and a safer state.

Furthermore, this Report should be seen only as one of the first steps in a collaborative process between the State and the communities, governments and agencies impacted by facility closures. ESD, DOCCS, and other agencies of New York State government recognize that appropriate measures will still be needed to minimize any resulting negative economic impact on affected communities. Moving forward, issues requiring coordination will include, among others, the process of providing assistance and support for any displaced staff, identifying re-uses for each site that are reflective of community input and the real estate marketplace, and implementing an effective property disposition strategy.

Keeping all of the above in mind, the goal of this Report is to increase the efficacy with which the site is returned to productive economic re-use by informing the development of an adaptive re-use plan for the Site. In the interim, feedback on the Report, the Site, or the process can be sent to ChateaugayCF@esd.ny.gov. Interested parties are able to view other reports on ESD's website at: http://esd.ny.gov/resources.html.

Thank you for your interest in the future of Chateaugay Correctional Facility.

TABLE OF CONTENTS

I. SITE BACKGROUND

Chateaugay Correctional Facility is a 240 bed medium-security that primarily houses Repeat Parole Violators (RPV). The Site is located on approximately 100 acres of land. There are approximately 20 acres of land within the perimeter security and 80 acres outside the perimeter security. The perimeter security is comprised of two rows of fencing topped with coiled blades of razor ribbon.

The Site is the northernmost of the Department of Corrections and Community Supervision's (DOCCS') sites. The style of the Site is typical of the medium-security facilities built around the state in the 1980s and 1990s, except that the buildings are metal rather than masonry. There are 30 buildings on the property, including 3 barracks-style housing units. The Site does not have a Special Housing Unit or infirmary, both of which are typically found at medium-security facilities.

Chateaugay was opened as a Comprehensive Alcohol and Substance Abuse Treatment (CASAT) program facility in 1990, becoming the first facility designed and built as an alcohol and substance abuse correctional treatment center. As the first CASAT facility in the State, Chateaugay officials were responsible for designing the original CASAT program. In May of 2005, Chateaugay was reclassified as a general confinement facility and has been used by DOCCS for Repeat Parole Violators.

II. RATIONALE FOR SITE CLOSURES

The DOCCS Acting Commissioner has a dual responsibility of operating the prison system in a safe and efficient manner, while allocating staff and resources to areas of need. In fulfilling this role, as a result of the declining inmate population and the excess prison capacity in New York State medium and minimum security facilities—including Moriah and Lakeview Shock Incarceration facilities—the decision was made to close the Chateaugay, Butler and Mt. McGregor Correctional Facilities, and the Monterey Shock Incarceration Correctional Facility on July 26, 2014 in compliance with Correction Law Section 79-a(3).

With a 15% reduction in the statewide crime rate since 2003 and a 71% reduction in the number of drug offenders since 1996, the inmate population continues to decline. The number of drug-related commitments has steadily declined, which has a direct correlation to the Shock Incarceration Program. This decrease in the shock population is happening despite the Legislature's expansion of shock eligibility in 2009 to include older, otherwise crime-eligible offenders and those who are in general confinement and within at least three years of their earliest release.

This ongoing decline of the inmate population prompted DOCCS to begin consolidating operations in the fall of 2008—a process that continues to the present. The consolidations consisted of vacating a number of housing units or dormitories in various correctional facilities. This consolidation was accomplished by transferring inmates out of underutilized units and into vacant beds in other occupied units within the same facility. At the same time, the agency redeployed security staff from those underutilized units into other vacant positions within the same facility. With the continued decline in the population, DOCCS is now at a point in time where it can close the four identified facilities on July 26, 2014. It will absorb those remaining inmates and parole violators by utilizing a combined approach of transferring them into other facilities with staffed, vacant beds and re-opening a number of previously consolidated dormitories at active sites; a more cost-effective approach than continuing to operate excess facilities and maintain significant unused space throughout the correctional system.

In determining which specific facilities to close, a number of factors were considered, including the size of the selected facilities, relative cost of operation, lack of capacity to offer specialized programs and services (which are mandated to be provided to an increasing number of inmates), and, where facilities did have programs, the ability for the inmate to be absorbed into existing or newly-created similar programs at other facilities. Though the facilities identified for closure operated effectively, it was evident that the services they provided and the staff assigned to each site could be more cost-effectively absorbed into other facilities, while still allowing for DOCCS to continue operating safe and secure facilities for both staff and inmates alike.

III. NOTIFICATION AND SUPPORT OF EMPLOYEES IMPACTED BY SITE CLOSURES

On July 26, 2013, DOCCS Acting Commissioner Anthony J. Annucci and members of his executive team met with representatives from the Civil Service Employees Union (CSEA), the Public Employees Federation, the New York State Law Enforcement Officers Union (Council 82) and the New York State Correctional Officers & Police Benevolent Association (NYSCOBA) to advise them of the decision to close the Butler, Chateaugay, and Mt. McGregor correctional facilities, and the Monterey Shock Incarceration Correctional Facility on July 26, 2014.While these meetings were being conducted, the Superintendent at each affected facility was also notifying employees of the decision. Additionally, the DOCCS Deputy Commissioner for Administration sent electronic notifications to representatives of OGS, GOER, DCS and ESD to advise them of the closure decision, and a press release was then issued to the public at the following address: http://www.doccs.ny.gov/PressRel/2013/Prison_Closure_Announcement.html

On August 6, 2013, the DOCCS Director of Personnel next issued a memorandum to the Superintendents of the four closure facilities, advising of a schedule of employee informational meetings to be held at the facilities to be closed. These meetings were scheduled in order for the DOCCS Director of Personnel to meet with the affected employees, explain the Reduction-in-Force process, advise employees of the voluntary negotiated reassignment policy that each negotiating unit has with the agency, and answer employee questions with regard to the employee placement process.

Three employee informational meetings were held at each of the four facilities on the following dates. These meetings were held at three different times on each date in order to allow employees on all shifts an opportunity to attend.

- Mt. McGregor September 5, 2013
- Chateaugay September 12, 2013
- Butler September 17, 2013
- Monterey September 18, 2013

For DOCCS employees in the security titles of Correction Officer, Correction Sergeant, and Correction Lieutenant these reassignments are done strictly by seniority, as defined in their respective collective bargaining agreements. A component of the security titles reassignment agreement is that bi-annually, all security employees who have voluntarily added their name to a reassignment list to be reassigned to another correctional facility will be re-ranked in seniority order. These bi-annual re-rankings are held every year on May 1 and November 1.

With the announcement of the four facility closures, NYSCOPBA and Council 82, the labor organizations representing the Correction Officers, Correction Sergeants, and Correction Lieutenants made a request to expedite the scheduled November 1, 2013, re-ranking in an effort to allow employees at these four facilities who, previous to the

closure announcement, chose not to participate in the voluntary reassignment process, an opportunity to do so. This request was granted and the scheduled November 1 re-ranking was held on October 1, 2013. This date was chosen because it was after the scheduled employee informational meeting held at each facility and thus allowed each employee to make an informed decision to participate in the voluntary reassignment process.

A major component of the employee meetings was to educate each employee of their negotiated reassignment agreement and to encourage each employee to participate in their voluntary reassignment programs. On July 22, 2013, there were 685 employees working at these four correctional facilities. As of December 24, 2013, there were 435 DOCCS employees at these facilities who had not yet accepted new employment.

The DOCCS Director of Personnel will hold additional formal employee meetings at the four closure facilities in February, 2014, at which time DOCCS will allow employees to participate in the Agency Reduction Transfer List system, which is managed by DCS and allows staff who are impacted by a facility closure to receive preference in retaining employment with another state agency.

IV. COMMUNITY CONTEXT AND ECONOMIC IMPACT OF THE CLOSURE

In order to evaluate the community impact of the Site's closure, it is helpful to acknowledge the region, county and community in which the Site is located. Accordingly, the accompanying demographic information is presented in order to provide additional context with which to evaluate the impact of the Site closure and inform re-use plans and discussions.

Regional and County Demographics

Franklin County, in which the Site is located, is one of seven counties within the North Country Region of New York State. The North Country spans across the Northeast part of New York State along the Canadian border. Watertown, Plattsburgh and Ogdensburg are the major small cities in the region. The six million-acre Adirondack Park offers unmatched natural beauty and opportunity for numerous outdoor activities. The St. Lawrence River, a major shipping corridor to the Great Lakes states and Canadian province, is home to one of New York's major hydroelectric facilities – St. Lawrence-Franklin D. Roosevelt Power Project. Key industries in the region include manufacturing, distribution, transportation, back office operations, tourism and development of natural resources. Alternative energy is an emerging sector with numerous hydro power plants across the region providing low-cost energy to businesses in the state. Major employers include Fort Drum (Home of the 10th Mountain Division), Bombardier, Alcoa, Trudeau Institute, Nova Bus, Olympic Regional Development Authority, International Paper, Schonbek, a division of Swarovski Crystal, and New York Air Brake.[1]

At the county level, with a population of 51,698 and 9.3% unemployment, Franklin County has a higher rate of joblessness than the rate experienced across New York State as a whole.[2] Countywide median household earnings are $45,702, which is lower than the State's $57,683 medium household income. The home ownership rate in Franklin County is 72.3%, higher than the state's rate of 54.5%.[3]

[1] For additional information on this and other regions, please visit: http://startup-ny.com/eligibility/regional-profiles/.
[2] U.S. Census Bureau, 2008-2012 American Community Survey 5-Year Estimates.
[3] U.S. Census Bureau, 2008-2012 American Community Survey 5-Year Estimates.

Figure 2: Local Community Employment by Industry[4]

Description	New York State		Franklin County, New York		Town of Chateaugay, Franklin County	
	Est.	% of total	Est.	% of total	Est.	% of total
Total Civilian employed population 16+ years	9,073,362	100%	20,553	100%	841	100%
Agriculture, forestry, fishing and hunting, and mining	53,189	0.6%	654	3.2%	67	8.0%
Construction	516,447	5.7%	1,457	7.1%	42	5.0%
Manufacturing	626,972	6.9%	905	4.4%	52	6.2%
Wholesale trade	234,615	2.6%	361	1.8%	31	3.7%
Retail trade	979,398	10.8%	2,156	10.5%	99	11.8%
Transportation and warehousing, and utilities	467,584	5.2%	759	3.7%	18	2.1%
Information	267,293	2.9%	229	1.1%	3	0.4%
Finance and insurance, and real estate and rental and leasing	750,335	8.3%	881	4.3%	42	5.0%
Professional, scientific, and management, and administrative and waste management services	996,852	11.0%	894	4.3%	48	5.7%
Educational services, and health care and social assistance	2,476,252	27.3%	6,399	31.1%	191	22.7%
Arts, entertainment, and recreation, and accommodation and food services	799,098	8.8%	1,994	9.7%	37	4.4%
Other services, except public administration	460,402	5.1%	1,014	4.9%	46	5.5%
Public administration	444,925	4.9%	2,850	13.9%	165	19.6%

Franklin County has comparable rates of high school degree attainment but lower rates of college degree attainment when compared with the State of New York. 84% of Franklin County residents have at least a high school diploma and 29% of residents have at least an Associate degree. By comparison, 85% of State residents have at least a high school diploma and 41% of residents possess an Associate degree or higher[5]

[4] U.S. Census Bureau, 2008-2012 American Community Survey.
[5] U.S. Census Bureau, 2008-2012 American Community Survey.

Figure 3: Local Educational Attainment Rates

Description	New York State		Franklin County, New York		Town of Chateaugay, Franklin County	
	Est.	% of total	Est.	% of total	Est.	% of total
Population 25 years and over	13,101,982	100%	35,699	100%	1,431	100%
Less than 9th grade	903,418	7.0%	1,937	5.4%	92	6.4%
9th to 12th grade, no diploma	1,078,432	8.4%	3,629	10.2%	149	10.4%
High school graduate (includes equivalency)	3,578,443	27.8%	13,810	38.7%	741	51.8%
Some college, no degree	2,155,666	16.1%	6,017	16.9%	191	13.3%
Associate's degree	1,090,117	8.2%	3,928	11.0%	129	9.0%
Bachelor's degree	2,442,722	18.5%	3,319	9.3%	66	4.6%
Graduate or professional degree	1,853,184	14.0%	3,059	8.6%	63	4.4%

Community Demographics

Locally, the Site lies in the town of Chateaugay, an upstate New York community with an estimated population of just over 2,000 residents. Of the 899 people in Chateaugay's labor force, 6.5% are unemployed according to 2012 five-year estimates from the American Community Survey. The majority of Chateaugay's labor force is employed in management, business, science, and arts occupations (29.8%), with service occupations comprising the next largest sector (28.3%). The median income of Chateaugay's 733 households is $41,033, with more than 40% of households earning less than $35,000 annually. The median value of owner-occupied homes in the town is $82,300.

Figure 4: Household Income by Jurisdiction

Description	New York State		Franklin County, New York		Town of Chateaugay, Franklin County	
	Est.	% of total	Est.	% of total	Est.	% of total
Total households*	7,230,896	100%	19,170	100%	733	100%
Less than $10,000	567,084	7.8%	1,605	8.4%	86	11.7%
$10,000 to $14,999	377,358	5.2%	1,324	6.9%	40	5.5%
$15,000 to $24,999	716,307	9.9%	2,510	13.1%	98	13.4%
$25,000 to $34,999	660,788	9.1%	2,281	11.9%	97	13.2%
$35,000 to $49,999	871,103	12.0%	2,698	14.1%	121	16.5%
$50,000 to $74,999	1,223,080	16.9%	3,561	18.6%	124	16.9%
$75,000 to $99,999	869,969	12.0%	2,552	13.3%	82	11.2%
$100,000 to $149,999	1,018,288	14.1%	2,032	10.6%	79	10.8%
$150,000 to $199,999	436,257	6.0%	303	1.6%	3	0.4%
$200,000 or more	490,662	6.8%	304	1.6%	3	0.4%
Median household income (dollars)	$57,683	N/A	$45,702	N/A	$41,033	N/A
Mean household income (dollars)	$83,578	N/A	$57,039	N/A	$49,583	N/A

*Income in 2012, inflation-adjusted dollars

Surrounding Area Infrastructure

The largest cities and towns within a 50-mile radius of the Site include Plattsburgh to the east, Saranac Lake and Lake Placid to the south and Massena to the west. To the east of the Site, Interstate 87 connects to numerous state highways in the region and provides access to railways and the Plattsburgh International Airport. The St. Lawrence River and Lake Champlain are the major water bodies in the area. There are nine colleges and universities within fifty miles of the Site, including North Country Community College, SUNY Plattsburgh and Clarkson University. For a map of area infrastructure, see Appendix F, Map of Surrounding Area Infrastructure.

Economic Impact of the Closure

As described earlier, over the past ten years, New York has seen a 15% decrease in the state crime rate, and a prison population that has declined by almost 24% since 1999– from a high of 71,600 to approximately 54,600 today.[6] Accordingly, right-sizing the state's correctional system is a process that will save taxpayers tens of millions of dollars. Careful considerations have been made regarding facility reforms, including the economic impacts created by each closure.

[6] "Prison Closure Announcement," Press Release, New York State Department of Corrections and Community Supervision, June 26, 2013, accessed December 17, 2013, http://www.doccs.ny.gov/PressRel/2013/Prison_Closure_Announcement.html.

Even as the closure of facilities will result in savings of millions of dollars annually, the closures will also impact the communities that previously hosted them. Host communities receive several forms of economic benefit from facilities. The direct economic impacts include the immediate benefits such as jobs created at the site. The indirect economic benefits relate to the companies and businesses that supply goods and services to a facility–such as a vendor providing materials for minor rehabilitation projects at the facility. Last are the induced benefits, or the local spending generated by the wages earned at the facility, including income spent at restaurants, grocery stores and other businesses that then generate additional economic output.

Although the State is seeking to implement a "zero layoff plan," which includes offering employees the opportunities to be reassigned to other facilities and helping employees to find positions at other state agencies, facility closures still involve the possible exit of existing prison staff and the transfer of the inmate population to other facilities in the State. As of July 22, 2013, the Site had 111 full-time employees, representing 0.5% of the county's labor force. The economic impact of these changes in the localities in which each of the prisons is located will reflect a number of factors, including:

- The size of the facility;
- The region in which the facility is located;
- The number of staff and inmates that will transfer out of their respective regions; and
- The number of staff and inmates relocated to each of the receiving facilities and their locations

The Site's transition has the potential to provide affected employees with options for positions within DOCCS and at other state agencies, and many Site employees have already begun to move into new positions. While 111 DOCCS employees were working at the Site on July 22, 2013, as of December 24, 2013, there were only 79 employees at the Site who had not yet accepted new employment. Although the region that previously hosted the facility may see a loss of jobs and income upon the Site's closure, job and inmate transfers will result in an economic gain for the receiving region. Further, the re-use of the Site, when re-activated, will be a source of job creation and other positive benefits for the community. Lastly, DOCCS is projected to achieve substantial operational cost savings from these reforms, which are estimated to total more than $30 million per year and will provide positive taxpayer and economic impact.

V. EVALUATION OF THE RE-USE POTENTIAL OF THE SITE

Prior to the Site's effective planned closure date, ESD is also required to perform an evaluation of: the potential to utilize the property for another state government purpose, including for a new purpose as part of the criminal justice system; the potential to sell or transfer the site to a local government or other governmental entity; and the potential for the sale of the Site to a private entity for development into a business, residential or other purpose.

Site Potential for Re-Use by the State Government

With regards to the re-use of the site by the State for a criminal justice system purpose, as explained in the Introduction and Section II, Rationale for Site Closures, the ongoing decline of the inmate population has already left DOCCS and the overarching criminal justice system with excess space. Moreover, as also outlined in Section II, prior to the closure announcement, the Site was chosen for closure based on factors including, but not limited to, the following: the size of the selected facilities, relative cost, lack of capacity to offer specialized programs and services (which are mandated to be provided to an increasing number of inmates), and, where facilities did have programs, the ability for the inmate to be absorbed into similar programs at other facilities or the ability to duplicate the program elsewhere. It was evident that the services provided at the Site and the staff assigned to each site could be more cost-effectively absorbed into other facilities, while allowing for the agency to continue operating safe and secure facilities for both staff and inmates alike.

In addition to considering the potential to utilize the property for another criminal justice system purpose, DOCCS and ESD also notified peer state agencies of the Site to evaluate whether or not the Site might be used for another State government purpose Agencies notified include the Department of Civil Service (DCS), the Office of General Services (OGS), the Division of Criminal Justice Services, the Governor's Office of Employee Relations (GOER) and the Office of Child and Family Services. At this time, ESD has received no information to suggest potential re-uses for other State government purposes at the Site.

Site Potential for Re-Use by a Private Party, Local Government or Other Public Entity

In an effort to evaluate the potential to sell or transfer the Site to a private party, local government or other governmental entity, ESD conducted direct outreach to economic development partners and local appointed and elected officials.

As part of this effort, ESD circulated letters to economic development officials, industry partners and government representatives of the political subdivisions in which the Site is located. Letter recipients were also asked to forward the letter to prospective acquirers and developers.

ESD also placed advertisements for approximately one week of circulation in a newspaper that included subscribers either in or close to the impacted communities. In the case of the Site, the appropriate local newspaper was deemed to be *The Malone Telegram*.

In addition, ESD listed the correctional facility on its property sales website under a special heading, "Seeking Input and Interest," found at http://properties.esd.ny.gov/seekinginputinterest.html. A sample of this listing is provided in the Appendix.

Finally, ESD led a teleconference meeting in which verbal expressions of interest and input for development were solicited from local representatives. Discussion content from this meeting is described in greater detail in Section VI, Evaluation of Community Input for Local Development.

In all written and verbal solicitations, ESD directed respondents to express their interest and input for future local development in the Site by e-mailing a dedicated account that was established for the Report: ChateaugayCF@esd.ny.gov.

Although one direct expression of interest in acquiring the Site was received following the feedback period in early January, and although this interest will be explored as the disposition process unfolds, the primary purpose and result of all aforementioned efforts was to solicit ideas and for stakeholders to inform ESD and community stakeholders of any such interest likely to be forthcoming. Full marketing of the Site has not yet begun, and will not begin until closer to the Site's actual closure. It is also worth highlighting the recent successful disposition of several correctional facility sites. OGS successfully sold the former Camp Georgetown Correctional Facility at auction to a private developer—one of four bidders—for $241,000 on May 9, 2013. Subsequently, it sold the former Lyon Mountain Correctional Facility for $140,000. Both sites will serve as valuable additions to property tax rolls.

Lastly, in evaluating potential re-uses for the Site, it is important to note that the Site, or portions thereof, were acquired, constructed or renovated with the proceeds of the sale of tax-exempt bonds by the New York State Urban Development Corporation, doing business as ESD. Accordingly, certain federal rules related to tax-exempt financing may apply in the event that the Site is intended to be used for a private purpose. These rules may restrict the use of the proceeds of a sale, and some of the terms of a lease or sale.

VI. EVALUATION OF COMMUNITY INPUT FOR LOCAL DEVELOPMENT

As described in the previous section, in an effort to evaluate community input for local development (as well as evaluate re-use potential), ESD solicited interest through multiple communication channels that included mailings, newspaper advertisements, online property listings, and teleconference meetings.

As of a communicated feedback deadline Friday, December 20, ESD had received several email responses related to the Site. Excerpts from emails received are included below:

- "The site could be used as a senior living facility that has multiple levels of care such as assisted living apartments and ranging to full care/end of life care."

- "It would be preferable to keep Chateaugay DOC open because its closure will have a larger negative impact on our economy (because of local demographics) than almost any state facility in other areas of New York State."

- "I think it is important that we consider the economic direction identified by the North Country Regional Economic Development Council, which could provide additional resources by aligning with those identified economic activators."

- "Agricultural-food processing may be a possibility. Agricultural production certainly is one of the resources we do have in the North Country and it is identified as such in the NCREDC plan. What "industry cluster" would be useful in order to attract a food processing concern? Perhaps packaging manufacturers like Mold-Rite Plastics http://www.mrpcap.com/ and Salerno http://www.salernobags.com/ in Plattsburgh, just a short distance from the DOC facility would be useful vendors for producing packaging needs. It might be good idea to consult with the ED of Cornell Cooperative Extension FC (Rick LeVitre) in order to help identify potential and actual agricultural production in the immediate area that could provide the raw material for such an industry. CCE is able to access the educational research and resources of Cornell University, which would be a powerful tool in attracting a useful industry for the facility."

- "Other possibilities could include call centers. They require cool conditions for the massive amount of routing equipment they use, and the North Country is cool. They also favor inexpensive real estate and the availability of Fiber Optic Service, newly available in Chateaugay from WESTELCOM."

- "Utilizing more efficient turbines on a smaller scale within the land of the facility, there is potential to design a sustainable energy system. Modify the existing buildings into a 21st century greenhouse that utilizes hydro, and aeroponic units year round to grow a crop not commonly grown or can't be grown under the

> weather conditions, and which can be utilized in another part of some process that adds value to a final product. I believe an interesting business route of action would be to grow something like hops and barley. If this facility could be converted to a microbrewery which grows its own supplies by using renewable energy and then making its own local brew, I believe that we would then be on a sustainable path to growth."

In addition to these opinions, ESD also received a lengthier written opinion on the site and its future, including a recommendation that it be considered for use as a modernized greenhouse and microbrewery, to be developed in conjunction with support from nearby higher education institutions. Interested parties may review this opinion in Appendix E.

Finally, in addition to soliciting written input for local development at the Site, ESD also led a teleconference meeting in which ideas, opinions preferences and expressions of interest were solicited from community leaders. This teleconference led to a follow-up meeting, which was arranged by the Franklin County Industrial Development Authority. A copy of the output of that meeting is included in the Appendix.

VII. LAND USE ANALYSIS AND RE-USE FINDINGS

The potential re-use options for the Site in "as-is condition" are limited by site conditions, existing building types and uses and the physical condition of the buildings. In addition, there are market constraints which will be briefly addressed by this report, but will be further explored by future actions of the State and ESD.

Site Conditions:

Adjacent Land Uses

Land uses around the Site are primarily residential and agricultural. There is a cemetery along New York State Route 11 a half mile from the Site. The parcels surrounding the Site are located in the Franklin County Agricultural District. The nearest commercial retail uses are in the town center of Chateaugay which is one and a half (1.5) miles away.

Based on a review of property tax map lot sizes, tax lots adjacent to the Site exceed twenty (20) acres on average with smaller lots ranging from a quarter (.25) to a half (.5) acre along W. Main Street.

While land uses immediately surrounding the Site are typically single-use across multiple acres, given that the Site was built for a variety of uses (institutional, residential, utility and storage), if a private user were to re-purpose the Site using just existing buildings, it is likely that the user would need to incorporate several uses, as a single-use user would not be able to utilize all of the facilities in an efficient manner (See Table below). In the event a private user intends to demolish the existing buildings or supplement the existing buildings with new buildings, the Site could support a variety of land uses; however it will remain unclear as to which scenario would be most attractive to a private user until proposals and offers are made to re-use the Site.

Transit and Parking

The Site is accessed from New York State Route 11. The closest interstate route is Route 87, which is approximately 33 miles away. Based on a review of the most recent New York State Department of Transportation (DOT) traffic counts from 2011, there is additional capacity on the roads adjacent to the Site for automobiles and trucks, should any alternative land uses yield more vehicles. The average annual daily traffic for NYS Route 11 is approximately 2,594 vehicles per day with a peak of 207 vehicles per hour.

The Site itself has parking for roughly 100 cars using existing spaces. Additional parking spaces could be created on the perimeter of the Site which is currently used for open space and recreation.

Utilities

Water service is provided to the Site through a portable water supply from two wells on the Site, which is then chlorinated and pumped up into a water tank on the Site. When

the Site is closed, all of the utilities including the water system will be prepared for non-use. As a result of this, a future user would need to evaluate the condition of the water facilities as well as all utilities that are decommissioned at the time of re-use and determine whether they are suitable for the proposed purpose. The Site also has an underground sanitary sewage system that is accessed through manholes. The sewage is collected through underground pipes that connect to the Village of Chateaugay wastewater treatment plant. Power at the Site is serviced by National Grid. The power capacity to the Site is 34,500 volts linked to pad mounted transformers that reduces the power to 12,470 volts. While the existing capacity is more than adequate for most uses, a private user would need to determine their power requirements in any re-use scenario.

Existing Building Types:

A Site Closure Plan has been provided in the Appendix. Based on a review of this Plan, below is a summary table of the types of uses that are found on developed portions of the Site, the square feet of each use and the percent of square feet.

Figure 5: Summary of Major Land Uses

Use	Buildings	Square Feet (SF)	% of SF
Residential	3	30,994	31%
Institutional	12	54,632	55%
Utility	8	3,818	4%
Storage	7	9,464	10%
Total	**30**	**98,908**	**100%**

There are four major land uses on the Site – residential, institutional, utility and storage. Residential uses on the Site are the buildings that were constructed to house inmates. There are three (3) residential building on the Site totaling 30,994 square feet or 31% of the total built square feet. The majority of uses on the Site are institutional uses, which total 54,632 square feet or 55% of the total square feet in twelve (12) buildings. These buildings were used for a variety of support services for the correctional facility such as kitchens, laundry, schools and gyms. The remaining uses, utility and storage occupy a total of 4% and 10% respectively, of the total built square footage. Based on a review of the existing buildings, the re-use potential of many of these buildings is limited. First, all of the buildings were built as slab on grade, which means they have no basement. If the Site were to have a variety of uses that were not associated with each other, each building would need separate utility connections, which would occupy ground level space, making the utilization of the Site less efficient. Second, many of the utility and storage buildings are less than 300 square feet, which greatly limits their re-use. Last, seven of the buildings comprising 10% of the total square feet are used as storage for the operations of the correctional facility. Several of these buildings either do not have

heating equipment or use electric heat and hot water, which are not cost effective for everyday use. Despite these challenges, the Site, as-is, is well-positioned to be re-used for institutional uses or businesses that require campus-like facilities.

Recommendations:

In summary, the existing buildings on the Site lend themselves to be re-used by another institutional user such as a school, hospital, assisted living facility, senior housing facility, or business that requires a campus-like operation. The reason for this is that most of these operations have a need for multiple uses, which the Site was built for, such as shared dining facilities, residential uses, machine shops and storage. That said; there are no existing restrictions other than local land use ordinances which would prevent another use from being developed on the Site. The roads surrounding the Site have additional road capacity, the water, sewage and electrical service to the Site are ample for most uses and there is unused land on the property where development could be realized.

Based on the feedback from the community as outlined in Section VI, below is a summary table outlining the community's recommendations, the general land use category of each recommendation and the feasibility and primary challenges of each land use type.

Figure 6: Summary of Community Land Use Recommendations for

Community Recommendation	Use	Feasibility and Challenges
Create a senior living facility	Institutional	No land use feasibility issues. Primary challenges are public funding and/or market demand.
Repurpose the facility as another correctional facility	Institutional	No land use feasibility issues. Primary challenges are public funding and/or market demand.
Create a campus for agriculture and agricultural food processing	Commercial	No land use feasibility issues. Primary challenges are existing site utilization and market demand.
Create a campus for call centers	Commercial	No land use feasibility issues. Primary challenges are existing site utilization and market demand.
Create an educational institution	Institutional	No land use feasibility issues. Primary challenges are public funding and/or market demand.
Create a campus for high-tech companies	Commercial	No land use feasibility issues. Primary challenges are existing site utilization and market demand.

Create a public or private office park	Commercial	No land use feasibility issues. Primary challenges are existing site utilization and market demand.
Create a medical facility	Institutional	No land use feasibility issues. Primary challenges are public funding and/or market demand.
Create a retail and hospitality destination	Commercial	No land use feasibility issues. Primary challenges are existing site utilization and market demand.
Create an event space/entertainment venue	Commercial	No land use feasibility issues. Primary challenges are existing site utilization and market demand.

All of the recommendations shown in Figure 6 are feasible, so long as a user can take advantage of the mixed-use nature of the Site. The greatest unknown to re-purposing this Site is not the uses that the Site can handle; it is the interest from the private market. Given the dearth of institutional and major commercial users surrounding this particular location, it is difficult to ascertain market interest at this time. Because of this, we are recommending that ESD along with the appropriate New York State agencies work with community groups in the area after the facility closes to outline a disposition process that reflects community needs, regional economic development goals and the realities of the private market.

VIII. EVALUATION OF THE SITE AND THE INVESTMENTS REQUIRED TO KEEP THE STRUCTURE IN GOOD REPAIR, OR TO MAKE IT VIABLE FOR RE-USE

Ultimately, the investments required to keep the Site viable for re-use will be dependent on the nature of the future Site re-use. For example, the requisite investment for a future owner who planned to demolish certain buildings would be different from the investment required for a future owner who planned to rehabilitate the same structures.

Notwithstanding the inherent uncertainty with regards to future Site re-uses, a Site closure plan ("the Closure Plan") that was prepared by DOCCS can be found in Appendix F. In addition to a structure-by-structure description of facilities located on the Site, the Closure Plan outlines a series of actions planned to surplus the buildings in an unheated state, including the process of shutting down systems in such a way that degradation due to inactivity and exposure to cold conditions would be held to a minimum. In most instances, this would focus on sealing the building's envelope, draining heating and water systems, and eliminating possible environmental issues.

The full summary of the Site's building systems, utility services and maintenance requirements—as well as how their status may impact future re-uses and any accompanying prerequisite investments—is included in the DOCCS' Closure Plan, located in the Appendix.

When considering the Site's future re-use, it is also necessary to consider environmental and historic features. Based on preliminary analysis using the Department of Environmental Conservation (DEC)'s Environmental Application Form Mapper, issues that may impact development may include, but are not limited to, the following:

- Surface Water Features that include a Federal wetland;
- Designated Agricultural District (FRAN001) certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304

To learn more about these features, individuals are encouraged to visit the Department of Environmental Conservation's Environmental Application Form Mapper, which can be found at http://www.dec.ny.gov/eafmapper/.

IX. CONSULTATION OF STATE AND LOCAL PARTNERS IN PREPARATION OF REPORT

This Report was prepared in consultation with a wide range of elected, appointed, state employee, and volunteer stakeholders. These consultations included various meetings, newspaper advertisements, direct e-mail solicitations, online listings and the availability of draft Report content for review, among other methods. In addition to performing such outreach, this Report builds on the example of prior reports by documenting the outreach undertaken.

ESD solicited input from staff and representatives at numerous organizations and agencies in the preparation of this Report. Some of the organizations and groups consulted or cited include the following:

- North Country Chamber
- Clarkson University
- County of Franklin
- Franklin County IDA
- Franklin County Legislature
- Malone Chamber of Commerce
- Town of Chateaugay
- Village of Chateaugay
- New York State Department of Civil Service
- New York State Department of Corrections and Community Supervision (DOCCS)
- New York State Department of Criminal Justice Services
- New York State Department of Economic Development (d/b/a Empire State Development)
- New York State Governor's Office of Employee Relations
- New York State Office of Child and Family Services
- New York State Office of General Services (OGS)

X. CONCLUSION AND NEXT STEPS

Notice of the availability of these facilities for reutilization will be given to OGS, which will coordinate with ESD to follow the procedures set forth in the Public Lands Law for providing public notice of the availability of these properties for disposition. The short-range plane for adaptive re-use is, therefore, to care for and to maintain the Site's buildings until such time as OGS, ESD and the community identify opportunities for re-use. These steps are outlined further in the Appendix, which includes the Site Closure Plan.

In the near future, DOCCS will finalize the closure of the facilities, including the relocation of inmates and DOCCS employees as appropriate. DOCCS will then formally transmit to OGS a certificate of abandonment of land and structures that constitute the Site. In addition, in the interest of public safety, DOCCS will notify the Division of State Police, as well as local police and fire agencies that the Site is vacated. DOCCS and ESD will continue to work with OGS and respond to parties who want to tour these Sites or who otherwise express interest.

As outlined in Section III, Notification and Support to Employees Impacted by Site Closures, appropriate measures are being taken to minimize the impact of these closures on the state work force and local economies. The various agencies within state government having jurisdiction will take measures to preserve the facilities, once they are closed, and to ascertain appropriate re-uses by following the disposition procedure for surplus state property.

As an early step in the process of successfully transitioning the Site to a productive future economic re-use, this report is intended to help initiate productive discussions and adaptive re-use planning. ESD, DOCCS and other State agencies view this Report as only one of the first steps in the State's work to help the local community identify and secure new site uses, which will continue up to and beyond the Site's July 26, 2014 planned closure date.

To the best of ESD's knowledge, the information provided in this Report is accurate. However, in order to produce a report that reflected a broad base of stakeholder input, on a number of occasions, ESD has relied on information submitted by third parties. All interested stakeholders and potential site developers should undertake appropriate investigation and perform due professional diligence prior to site disposition.

In the meantime, although this formal Report has been published, individuals may continue to send feedback throughout the disposition process to ChateaugayCF@esd.ny.gov.

APPENDIX A: LIST OF SITE MEETINGS HELD

The following represent formal meetings held with community and local officials to solicit input and interest in the future local development of the four closing correctional facilities:

- Chateaugay Correctional Facility: Wednesday, December 4, 2013
- Mount McGregor Correctional Facility: Friday, December 13, 2013
- Butler Correctional Facility: Tuesday, December 17, 2013
- Monterey Shock Incarceration Correctional Facility: Tuesday, December 17, 2013

APPENDIX B: LIST OF NEWSPAPER ADVERTISEMENTS PLACED

ESD placed a series of advertisements in local newspapers with circulation in or near the community in which the to-be-closed correctional facility was located. These advertisements were typically placed as classified legal notices or announcements for approximately one week in the period between December 13 and December 20.

A list of newspapers in which such advertisements were placed is as follows:

- Butler Correctional Facility:
  - Times of Wayne County
  - Finger Lakes Times
  - Rochester Democrat & Chronicle

- Chateaugay Correctional Facility:
  - Malone Telegram

- Mount McGregor Correctional Facility:
  - The Post Star
  - The Saratogian
  - The Times Union
  - The Daily Gazette

- Monterey Shock Incarceration Correctional Facility:
  - The Corning Leader
  - Elmira Star-Gazette

APPENDIX C: SITE PROPERTY LISTING

The below is an example of the appearance of the Site property listing:

APPENDIX D: EXTENDED PROPOSAL FOR SITE AS GREENHOUSE AND MICROBREWERY

Opinion on the Future Use of Chateaugay Correctional Facility After July 26th, 2014 Closure

To whom it may concern:

My name is Ivan Chase, a resident of the Chateaugay area who happens to have grown up on the very road that runs right next to the facility. I am currently going into the last semester of my undergraduate career, majoring in Engineering and Management at Clarkson University in Potsdam New York. As a local I fully understand the negative impact and implications that the closure of this facility will have on the town and surrounding area. As for the future possibilities of the facility, I have personally heard little from the local authorities about ideas rather than working to simply fight the closure of the prison. In light of this, I am writing my opinion as to what could be done to help foster long term sustained local growth utilizing the pre-existing resources held within the facility by the state, as well as those held by the private individuals in or near the area.

The purpose of this paper is to address three related issues: 1) a specific and feasible proposed use for this facility; 2) a specific vision for the economic development of Chateaugay; 3) a broader vision for economic development in the North Country. The analysis I have conducted below includes an assessment of local resources, an identification of potential markets for locally produced goods, and a framework for identifying potential products that align available resources with potential markets. This analysis is completed with a plan for implementation through collaboration with local higher education facilities. Throughout this analysis I shall make an honest attempt to analyze the costs and benefits of the various options discussed.

1-Strengths/Resources

(a-Renewable Energy Sources) I will start with one of the most critical resources to maintain the living conditions of humans in the modern age, I speak of energy. The town has allowed Noble Environmental Power to establish a wind park of 71 GE 1.5 MW turbines, which happen to be situated all around the correctional facility. What Noble does with the energy they produce is their business, what I am aiming to point out here is that the wind belongs to everyone, and by utilizing more efficient turbines on a smaller scale within the land of the facility, there is potential to design a sustainable energy system. This could be used in combination with the pond that sits right at the entrance of the facility, as a source of hydroelectric power. I fully understand that wind turbines and hydroelectricity are by no means the only answer to the energy problems facing the world today, which is why I believe that the design of a newer facility should utilize a combination of various technologies for power. This availability of cheap electricity is one of our most important resources and should be exploited in the most efficient manner.

(b-Expertise, Passion, Energy) The most hidden resource is one possessed within the minds and hearts of the individuals who live in the area. This is an extensive

knowledge of agriculture and small scale gardening. The people have an intense involvement with nature, expressed in the hard work and gardening skills of the people and farmers who have survived all these years. I would argue that this knowledge is hidden and only waiting to be brought to light by those who set up the appropriate system to bring these people forward to share what they know about growing all sorts of food under a variety of conditions.

2-Weaknesses/Shortfalls

(a-Financial Resources/b-Creative Leadership) One of the main resources we lack is amount of private investments held within the area. One of the major reasons for this is the lack of creative leadership. I do not aim to place any blame upon our leaders over the past half century. Larger forces have been at play during the age of globalization which has made our area much less attractive to private investors. Governor Cuomo has recognized this and has worked through various means to bring back private companies; the first example brought to my mind is his tax free zones created around many of the universities.

(c-Talent Drain) In my experience of meeting all sorts of kids from all over the country at Clarkson, there has been one common theme that pretty much everyone has said: this being they cannot wait to leave the North Country. Many of the same kids from my class in high school also feel this way. This has led to the drain of talent and knowledge from the area as many work to pursue a career elsewhere. The idea I present below, is aimed at attracting engineers and financial managers who will help build a future that is sustainable from financial, environmental, and human capital perspectives.

3-Vision for Chateaugay NY

(a-Idea) The idea is this; modify the existing buildings into a 21st century greenhouse that utilizes hydro, and aeroponic units year round to grow a crop not commonly grown or can't be grown under the weather conditions, and which can be utilized in another part of some process that adds value to a final product.

(b-aeroponic units) During my time at Clarkson I have been fortunate enough to work on the aeroponic units in the greenhouse on campus. The university has utilized this greenhouse in several senior capstone projects and even has helped launch the creation of Blue Sphere Industries, which specializes in Controlled Environment Agriculture development equipment and systems. Clarkson University has worked closely with Blue Sphere Industries and has donated an old campus building with approximately 16,000 ft^2. The business intends to outfit this facility with over 1,000 aero units, along with all equipment necessary for operations. Based on the estimates provided by Blue Sphere, it would cost $250,000 to procure 150 aeroponic growth systems, which would retail for $5,000 a piece with an expected annual revenue of $135,000, or $900 per unit per year by selling a variety of leafy greens, berries and herbs (Gonyer, 2013). A cooperative effort between the town, the state, Clarkson, and also Cornell University, which has agricultural ties to the area, may help to decrease the overall costs and may help to maximize the available resources.

While I believe that these hydro- and aeroponic units can absolutely be used to grow a variety of veggies and fruits that could be used to supply a local restaurant or co-op, I believe a more interesting business route of action would be to grow something like hops and barley. If this facility could be converted to a microbrewery which grows its own supplies by using renewable energy and then making its own local brew, I believe that we would then be on a sustainable path to growth.

(c- Chateaugay analysis) Recognizing that the Chateaugay facility has about 100,000 square feet of building space, let us assume that half of this would become operational space for only aeroponic units purchased from Blue Sphere Industries. This would amount to a potential of 3125 units at an approximate cost of $15.6 million. Also recognizing that much research needs to be done on the cost and yields of producing hops within a aeroponic unit I will use the revenue estimates provided from Blue Sphere from only growing staple vegetables; this would give an estimated annual revenue of $2.8 million with a payback period of 5 and a half years.

Using these new tools of agriculture to grow certain ingredients would help to lower the overall cost of our local brew. If the payback period appears to be undesirable, I would encourage a business plan to be created that could incorporate the many local gardeners that encourages each individual to grow a certain crop that could be used in part of the brewing process. Theoretically it would also be possible to utilize these same “encouragements”, to have individuals grow a surplus of other veggies or crops that could be used in a high end local restaurant instead of or in combination with a local brew.

4-Potential Markets

(a-Surrounding area) There are very few locally supplied restaurants in Malone, Plattsburgh, Potsdam, Canton or Lake Placid, but if we extend our view across Lake Champlain we see this idea has already taken a firm hold. I think of the Kitchen Table Bistro in Burlington, which works very hard to ensure all of its produce is either local, and if it is not then at least organic and healthy. We already have a tourist industry based upon the natural beauty of our rural landscape and the close proximity to the Adirondack Park. Malone possesses a fairly famous 36 hole golf course as well as a small ski resort, Titus Mountain. Ideally a microbrewery or locally supplied restaurant would create a very attractable environment for all sorts of tourists, but based on the Chateaugay’s location, it should be focused at Canadians from or around Montreal on their way through or heading home from the states.

It is a very similar plan as to what has been done in Vermont and Lake Placid. Lake Placid Pub and Brewery has had a good amount of success, resulting in the selling its product in nine states; small new breweries have also opened up in Canton Saranac Lake and Tupper Lake (Mann,2013). Vermont has also seen great success with brewing beer, while currently containing 26 breweries and tops the list of U.S state breweries per capita (Brewers Association, 2013). The fact that so many breweries are successful in Vermont shows what kind of culture exists very close to us, and I believe it is time to extend our ties, not only in business but culturally as well; there is much to be learned by all involved.

(b-local application) The most important market should be that of the Chateaugay and our neighboring towns. The benefit of such a facility could also be brought to our schools for we are all in this together. By incorporating local food with the concepts of sustainability we would be working to build a base of knowledge for generations to come, while also working to keep money in the local economy. The data shows that this may indeed be a profitable venture over a long period of time and will become more so over as economies of scale begin to take off and the technology gains momentum. New York State could work to ensure that rural economies in distress have the adequate resources to get themselves back on their feet, and then slowly allow the people to take control, and pay back what is owed. Working with higher educational facilities and the state will allow Chateaugay to utilize the many resources we possess, while working to eliminate the weaknesses and shortfalls we are experiencing at this time. If this project were to be undertaken and shown to be successful, it could then be used as a model for other towns to build upon to rejuvenate their own economies, perhaps by starting off using many of the abandoned buildings many towns now have in their possession. If the project is undertaken and fails, I would say that other towns could learn where things went wrong in Chateaugay and still work to make a stronger local community and economy.

Resources

Brewers Association. (2013). *Vermont remains top state in capita per brewery.* Retrieved from http://www.brewersassociation.org/pages/business-tools/craft-brewing-stastics/breweries-per-capita.

Gonyer, D. (2013). *Business Plan.* Retrieved from http://www.bluesphereind.com/upload/docs/51b73a31c9eb2_BSId-BusinessPlan.pdf.

Kitchentablebistro.com/about/

Mann, B. (2013, Sept 9). *Can craft beer really boost north country jobs.* Retrieved from http://www.northcountrypublicradio.org/news/story/22696/20130909/can-craft-beer-really-boost-north-country-jobs.

COUNTY OF FRANKLIN
INDUSTRIAL DEVELOPMENT AGENCY

10 ELM STREET – SUITE 2
MALONE, NEW YORK 12953
TEL: (518) 483-9472

December 19, 2013

Roseanne Murphy
Regional Director
Empire State Development
401 West Bay Plaza
Plattsburgh, NY 12901

Dear Roseanne:

As per the request from ESD to solicit ideas and comments regarding the re-use of the Chateaugay Correctional Facility, which is scheduled to be decommissioned effective July 26, 2014, the IDA hosted a meeting on Tuesday, December 17, 2013 at the Chateaugay Town Hall.

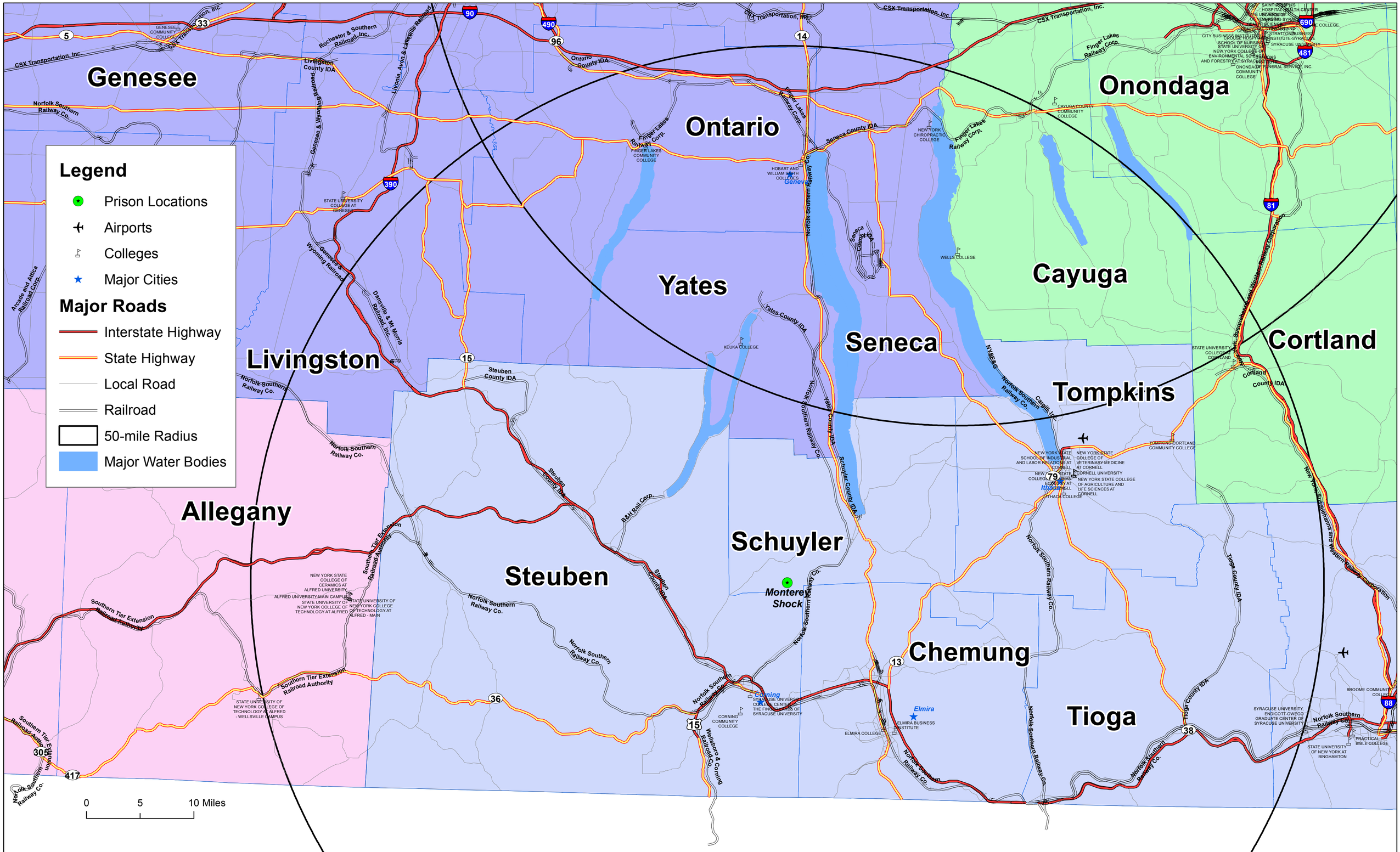
The meeting was attended by 19 people from various agencies, government as well as members of the Chateaugay community. Following are some ideas that were discussed:

Agriculture	Education	Secure Facility	Other
• Hydroponics • Aquaculture • Animal Processing • Crop Research Facility • Hops • Heritage Crops • Regional Food Hub • Oil seeds for biodiesel	• North Country Community College (dorms, etc.) • Solar Cell production • Technology • Business Planning Offices	• Regional Jail • Youth Detention Center • NYSDOC Medical Facility	• McCadam Retail • Business Park with outlet stores • Civic/Music/Athletic Event Venue • Hotel/brewery, etc. • Bakeries

We did encourage people to contact ESD directly with any other suggestions or comments that they may have.

Respectfully,

John C. Tubbs
Chief Executive Officer



Monterey Shock Facility, New York

APPENDIX F: MAP OF SURROUNDING AREA INFRASTRUCTURE

Empire State Development

Chateaugay Correctional Facility

Facility Closure Plan

Utility Services
Building Systems
Maintenance Requirements

Prepared By:
Facilities Planning & Development
Technical Services Group
September 20, 2013

Section 1.0 – Narrative

Chateaugay opened in August 1990 and was the first facility designed and built as an alcohol and substance abuse correctional treatment center. The facility is the northernmost of the Department of Corrections and Community Supervision's (DOCCS') facilities. The style of the facility is typical of the medium-security facilities built around the state in the 1980s and 1990s, except the buildings are metal rather than masonry. The cost of the facility was approximately $47.1 million.

As part of Governor Cuomo's overall plans for the DOCCS, the Chateaugay Correctional Facility is being closed to reduce costs and consolidate prison inmates at other correctional facilities around the state.

Chateaugay is a medium-security Repeat Parole Violator (RPV) facility with 240 beds. The facility is located on approximately 100 acres of land. There are approximately 20 acres of land within the perimeter security and 80 acres outside the perimeter security. The perimeter security is comprised of two rows of fencing topped with coiled blades of razor ribbon.

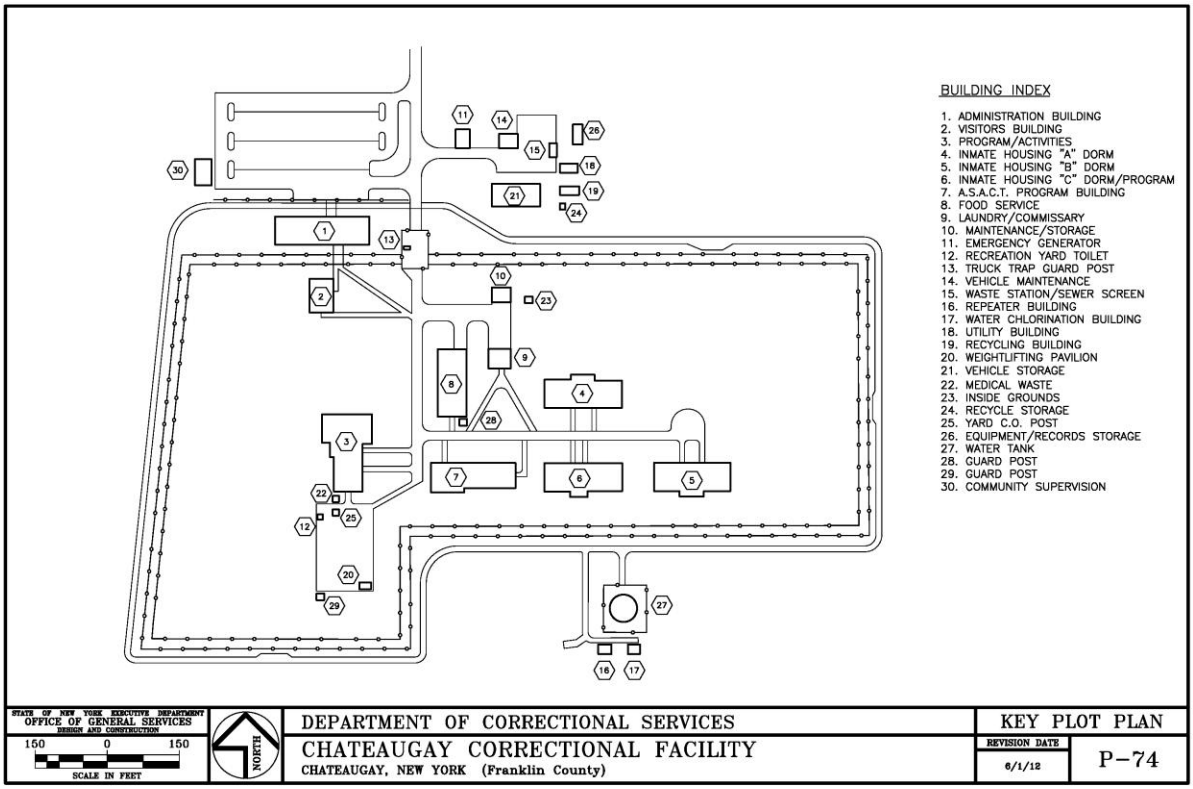
There are 30 buildings on the property, including 3 barracks-style housing units. The facility does not have SHU or medical beds typically found at medium-security facilities

Chateaugay was opened as a Comprehensive Alcohol and Substance Abuse Treatment (CASAT) program facility. As the first CASAT facility in the State, Chateaugay officials were responsible for designing the original CASAT program. The Chateaugay program was used as the parameter for other CASAT programs as other facilities opened as CASAT facilities. Inmates are assigned to CASAT with the expectation that they will spend six months in the residential phase of the program, then at least six more months on work release or day reporting status while participating in a community based therapeutic program. In May of 2005, Chateaugay was reclassified as a Repeat Parole Violator (RPV) facility.

The premise of this closure plan is to surplus the buildings in an **unheated** state. The plan will address shutting down systems in such a way that degradation due to inactivity and exposure to cold conditions would be held to a minimum. In most instances this would focus on sealing the building's envelope, draining heating and water systems, and eliminating possible "environmental issues".

Section 2.0 - Existing Buildings

Facility Plot Plan:



Buildings Scheduled to Close

Building # 001: Administration Building
Building #002 Visitors Building
Building #003: Program / Activities
Building #004: Inmate Housing A Dorm
Building #005: Inmate Housing B Dorm
Building #006: Inmate Housing C Dorm / Prog.
Building #007: ASACT Program Bldg.
Building #008: Food Service
Building #009: Laundry / Commissary / State Shop
Building #010: Maintenance / Storage
Building #011: Emergency Generator
Building #012: Recreation Yard Toilet
Building #013: Truck trap post
Building #014: Vehicle Maintenance
Building #015: Waste Station / Sewer Screen
Building #016: Repeater Bldg.
Building #017: Water Chlorination
Building #018: Utility Bldg.
Building #019: Recycling Bldg.
Building #020: Weightlifting Pavilion
Building #021: Vehicle Storage
Building #022: Medical Waste
Building #023: Inside Grounds
Building #024: Recycle Storage
Building #025: Yard C.O. Post
Building #026: Equipment / Records Storage
Building #027: Water Tank
Building #028: Guard Post
Building #029: Guard Post
Building #030 Community Supervision

Section 3.0 – Site Utility Services and Systems

Site utility services and systems include all electrical, mechanical and infrastructure systems located outside of the buildings which are the subject of the closure plan. These include underground water distribution piping, sanitary sewer collection system, storm water collection system, street lighting, and buildings and grounds.

Section 3.1 – Water Distribution System

The facility receives its potable water supply from two wells on site. The well water is chlorinated and pumped up a 300,000 elevated tank. After a water meter, water is delivered to the facility via an underground distribution system.

Section 3.1.1 – Decommissioning Goal

Decommission the wells, distribution piping, and the elevated storage tank.

Section 3.1.2 – Decommissioning Actions

The water mains on the site will become inactive. The water service to each building should be isolated from the site piping by disconnecting the pipe as it enters each building just past the first valve connection. The water needs to be removed from the supply lines at least to a level below the frost line. This will allow the draining of the system to prevent freezing. Draining should be accomplished by opening all fixtures and utilizing compressed air to aid in water removal, if necessary.

Section 3.1.3 – Maintenance

No maintenance is necessary until the system is put back in use at which time flushing and disinfection would have to occur.

Section 3.2 – Sanitary Sewer System

The facility sanitary sewer system consists of underground collection system, grinder, bar screen, manholes, and a grease trap. Sewage is collected through a series of pipes and manholes and routed to the Village of Chateaugay wastewater treatment plant.

Section 3.2.1 – Decommissioning Goal

The site sanitary sewer collection system will become inactive. All potential health hazards associated with the system will be addressed. Decommissioning will involve flushing the collection system piping and manholes for removal of all grit and solids from the system.

Section 3.2.2 – Decommissioning Actions

All of the sanitary collection system must be cleaned. Manholes will be cleaned and all manhole covers secured. The sewage grinder and bar screen system will be decommissioned. Grease will be removed from any grease traps and disposed of in accordance with appropriate environmental regulations.

Section 3.2.3 – Maintenance

The sanitary sewer system must be inspected and maintained in order to prevent early deterioration of the asset as well as possible environmental concerns. The system should be inspected semi-annually for infiltration or inflow from extraneous flows. Manhole covers should be removed at key major junction points of the main sanitary lines running through the facility. Any observed significant flows of water in the system should be identified and the source located and eliminated.

Section 3.3 – Storm Water System

The facility is served by underground storm sewer piping, manholes and catch basins located throughout the compound.

Section 3.3.1 – Decommissioning Goal

The site storm water system will remain active in order to provide drainage of the site and roadways due to rain and snow.

Section 3.3.2 – Decommissioning Actions

The underground storm water system will remain active. All catch basins and manholes will be secured.

Section 3.3.3 – Maintenance

The Chateaugay Facility does not fall under the regulatory requirements of the DEC Municipal Separate Storm Sewer System (MS4) for storm water management. However, storm water manholes and catch basins should be visually inspected semiannually to ensure that they are not clogged or otherwise in disrepair. If these structures are filled with sediment, debris, or have any structural defect affecting their function, they should be cleaned and repaired as necessary.

Section 3.4 – Exterior Building, Street and Walkway Lighting

The exterior building, street, and walkway lighting will be deactivated with the shutdown of power to the site. Outside lighting consists of exterior building mounted lighting, free standing pole lighting, and lighting attached to overhead power poles.

Section 3.4.1 – Decommissioning Goal

The exterior building, street, and walkway lighting will be deactivated.

Section 3.4.2 – Decommissioning Actions

The exterior building, street, and walkway lighting systems will be disabled. Exterior building lighting will be shut off as individual buildings are decommissioned. High pressure sodium, mercury vapor, and any external metal halide bulbs will be removed and disposed of as universal waste.

Section 3.4.3 – Maintenance

No further maintenance on this system is required unless it is reactivated.

Section 3.5 – Lawns and Grounds

The facility grounds consist of approximately 100 acres of lawn, wooded areas, pastures, open fields, and roadways.

Section 3.5.1 – Decommissioning Goal

The facility grounds shall no longer be maintained by DOCCS.

Section 3.5.2 – Decommissioning Actions

All power equipment, gasoline and oil and hand equipment should be removed from the site.

Section 3.5.3 – Maintenance

Upon decommissioning, the lawns, grounds, roadways and parking lots will no longer be maintained.

Section 3.6 – Electrical Distribution

Electrical service for the facility is supplied by National Grid. The main facility disconnect is located near Route 11. Power is received from the utility at 34,500 Volts 3 phase and is reduced to 12,470 3 phase through a pad mounted switch and transformer adjacent to Building #11.

Power is then distributed throughout the facility by way of underground dual radial feeders connected to pad mounted switches and transformers around the site. The voltage of each building is 120/208 V.

A 500 KW back up emergency generator and distribution switchgear is located in Building #11.

Section 3.6.1 – Decommissioning Goal

The primary electrical service and the emergency generator system serving the facility buildings will be decommissioned.

Section 3.6.2 – Decommissioning Actions

The system will be powered down in phases. The backup emergency generator will be prepared for long term inactivity by qualified personnel. As buildings without central fire alarms are decommissioned, they can be powered down at the appropriate building disconnect. Power to buildings with central fire alarm systems must all be powered down at the same time.

Section 3.6.3 – Maintenance

On an annual schedule, pad mounted switches and transformers should be checked to assure they are in good condition. The facility generator should be visually inspected on an annual schedule to insure its condition hasn't changed. Facility transformers should be checked for signs of oil leakage.

Section 4.0 – Generalized Building Closure Actions

Individual building decommissioning plans are presented in Section 5.0. In most cases, a generalized approach can be taken due to the commonality of systems serving each building. These generalized actions include:

Section 4.1 – Heating Systems

Section 4.1.1 – Decommissioning Goal

Maintain the buildings in good condition to allow for reuse and to maintain the asset in an acceptable state. Take appropriate action to protect heating systems in an unheated condition for future reuse.

Section 4.1.2 – Decommissioning Actions

Heating systems in all buildings are to be turned off. For buildings that utilize hot water systems, these systems should be drained or if not practical, non-toxic antifreeze should be added to protect the systems down to minus 50 degree burst temperature. Compressed air should be used to remove the majority of the water in the lines. The boilers will be drained, cleaned, and prepared for long term lay up. The Department of Labor should be notified that the boilers are being taken out of service.

Section 4.1.3 – Maintenance

The condition of the buildings and systems should be inspected on a semi-annual basis to assure buildings are weather tight and no visible damage to heat systems has occurred. Repairs to the building envelope should be completed as well as corrections of any situations that might result in heat system damage such as accumulations of water in piping and equipment.

Section 4.2 – Potable Water Systems

Section 4.2.1 – Decommissioning Goal

The goal of decommissioning is to protect the existing water piping, fixtures, and equipment within the buildings for future use.

Section 4.2.2 – Decommissioning Actions

Water systems will be placed in an inactive state once all other utilities have been disconnected, combustible storage has been removed, and fire protection is no longer necessary. The actions necessary to perform decommissioning of building water systems is presented in the individual building decommissioning plans presented in Section 5.0

Section 4.2.3 – Maintenance

The system should be checked on a semi-annual basis to assure goals of decommissioning are maintained. Water supplies to buildings should be checked to assure no flow from the site water system and no accumulation of water or damage to piping has occurred. If such conditions are found, evaluate and take action to eliminate any further damage.

Section 4.3 – Sanitary Sewer Systems

Section 4.3.1 – Decommissioning Goal

The goal of the decommissioning process related to the building sanitary sewer systems is to ensure that the systems can be reused in the future.

Section 4.3.2 – Decommissioning Actions

Wastewater systems (including floor drains) must be free of water as all buildings will be unheated. Traps are to be removed and drained wherever possible. Fixtures with internal traps such as toilets and floor drains must have non toxic antifreeze added to prevent freezing and prevent the escape of gases into the building.

Section 4.3.3 – Maintenance

Review of the condition of the building sanitary sewer systems should be performed on a semi annual basis by qualified maintenance personnel and any repairs made as needed. Fixture traps are to be replenished with antifreeze as needed to maintain gas seals.

Section 4.4 – Emergency Life and Safety Systems

Section 4.4.1 – Decommissioning Goal

Emergency Life and Safety Systems include the fire alarm, emergency lighting, exit lights, and kitchen hood system. These systems will remain active and functional in all buildings until all services to a building are turned off, the building has no occupancy, and no combustible storage is in the building.

Section 4.4.2 – Decommissioning Actions

Specific procedures for decommissioning are included in individual building closure plans. Once all life safety systems are decommissioned, the building must have signage indicating that “This Building’s utility service has been disconnected and Fire Prevention systems disabled.”

Section 4.4.3 – Maintenance

A periodic inspection to ensure nothing has changed, the signs are still in place, and that all systems are off.

Section 4.5 – Lighting

Section 4.5.1 – Decommissioning Goal

Building lights are to be turned off. Batteries in any exit lighting and emergency lighting are to be removed to prevent possible damage to fixtures and eliminate potential environmental concerns.

Section 4.5.2 – Decommissioning Actions

Shut off lights.

Section 4.5.3 – Maintenance

No specific maintenance of the lighting system is necessary other than housekeeping activities in the case of broken bulbs noted during building inspections.

Section 4.6 – Refrigeration Systems

Section 4.6.1 – Decommissioning Goal

Air conditioning and refrigeration systems at the facility are comprised of kitchen refrigeration, domestic type refrigeration, and window AC units. The goal is to maintain equipment in the best possible condition and eliminate any situation that may result in potential environmental harm.

Section 4.6.2 – Decommissioning Action

Portable refrigeration units will be removed from the facility for reuse at other facilities or for appropriate disposal. Fixed refrigeration systems such as coolers and freezers will be evacuated by a certified refrigeration mechanic and the refrigerants reclaimed, and removed from the site. The systems will be filled with nitrogen for long term storage. The facility's refrigerant program will be amended to reflect any changes and will then be filed for future reference. Coolers and freezers should be thoroughly cleaned and doors left open to provide air movement. All locking hardware and latches shall be removed.

Section 4.6.3 – Maintenance

On an annual basis, equipment should be inspected for any signs of oil leaks and corrective action taken as needed.

Section 4.7 – Miscellaneous

Section 4.7.1 – Decommissioning Goal

The goal of the decommissioning actions is to maintain the buildings in good condition and maintain compliance with environmental regulations.

Section 4.7.2 – Decommissioning Actions

Section 4.7.2.1 - Daily Fire and Safety Inspections

Daily fire and safety inspections are not necessary but weekly and monthly inspections should be conducted until buildings are fully decommissioned.

Section 4.7.2.2 - Regulatory Environmental Requirements

Section 4.7.2.2.1 - Petroleum Bulk Storage

The facility has 7 petroleum bulk storage tanks (2 underground and 5 aboveground) that are registered with the Department of Environmental Conservation (PBS ID 5-600004).

DOCCS has two options that can be pursued with respect to the onsite tanks. The tanks can be temporarily closed. This procedure must be initiated within 30 days of discontinuation of use. If the tanks remain temporarily closed, the tanks remain subject to all DEC regulations. Monitoring of the tanks need to be continued with documented monthly visual inspections. If this is the method selected, all product must be removed from the tanks to reduce the possibility of a future spill.

The second option is to temporarily close the tanks and then proceed with permanent closing. This procedure relinquishes the necessity of any further monitoring at the site. This is the recommended course of action for long term surplus of the property. The temporary or permanent closing of the tanks will be accomplished through the in place OGS Petroleum Tank Contract.

The facility also has a central system of fuel oil piping that supplies buildings #1 through #10, and building #14 with heating oil. The fuel system is comprised of double walled fuel piping (supply and return), monitoring sumps, circulator pumps, and a 15,000 gallon underground fuel storage tank located near building #14. These fuel piping systems must be drained and blown free of oil using compressed air. All removed oil must be disposed of following all regulatory requirements.

Section 4.7.2.2.2 - Wastewater

The facility discharges its sanitary sewage to the Village of Chateaugay Publically Owned Treatment Works (POTW) for treatment. Coordination with the POTW should commence to ensure that any associated permitting is terminated with the closure of the facility.

Section 4.7.2.2.3 - Environmental Site Assessment

A Phase 1 Environmental Site Assessment should be conducted at the facility in order to ascertain if there are any environmental conditions warrant further investigation. This assessment will review the history of the facility and perform an inspection of the property.

If the above assessment results in conditions that need further investigation, then a Phase 2 environmental site assessment will need to be conducted. Both of these assessments would be coordinated through Office of General Services term contracts.

Section 4.7.2.2.4 - Air Permitting

The facility operates under a DEC Air Facility Registration Certificate (Registration ID 5-1634-00047/00001). The facility also operates one 500 kW emergency generator that is included in the demand reduction program. The facility operates 27 exempt small combustion sources, storage tanks, and maintenance and vocational activities. This emission source is registered with the DEC and certain regulatory requirements are mandated. It is recommended that once the facility is closed the registration be formally terminated with DEC.

Air compliance recordkeeping may be required depending on operational procedures in the Facility's closed condition. Consult the facility's Environmental Recordkeeping System (ERS) database for details on the facility's air permitting requirements.

Section 4.7.2.2.5 – Hazardous Waste

Any hazardous waste encountered during closure procedures shall be handled in accordance with DOCCS Directive 4055 and all Local, State, and Federal regulations.

Section 4.7.2.2.6 – Chemical Bulk Storage

The Chateaugay facility does not maintain systems subject to regulation under the NYSDEC Chemical Bulk Storage Program.

Section 4.7.2.3 – Furniture and Equipment

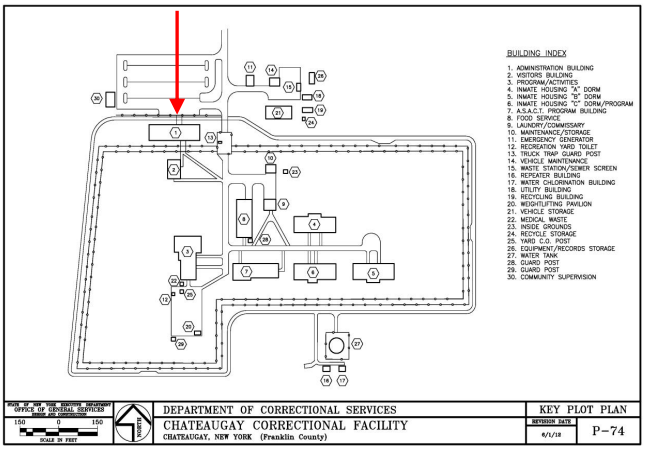
All furniture and non-fixed equipment and selected fixed equipment shall be removed from the buildings. This will be accomplished by DOCCS Support Operations.

Section 4.7.2.4- Phone/Data

The decommissioning of phone and data systems will be coordinated by MIS.

Section 5.0 – Individual Building Closure Actions

Building #001 – Administration



Size: 11,395 Gross square feet, 1 floor on slab

Uses: Administration and security offices
Heating: Hot water fin tube radiation supplied from the buildings stand alone oil fired boiler
Domestic Hot Water: Electric
Water: Underground served from the site water distribution system
Sanitary: Facility site wide collection system
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: Mechanical exhaust and air handling units
Refrigeration: Domestic refrigerators, central chiller, split pack air conditioners, water coolers
Emergency Systems: Centralized alarm system
Phone/Data: Main hub for both systems

Closure Actions:

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: Hot water radiator systems, piping and circulators will be drained and air pressure utilized to assure proper removal of water. The boiler will be disabled, the fuel supply disconnected, the fire side cleaned and the water side flushed and drained. The radiator system, piping, and circulators will be drained utilizing air pressure as necessary to remove the water.

Domestic Hot Water System: Domestic hot water is produced by electric hot water heaters. These heaters will be disconnected from the electric supply, drained, disconnected from the plumbing, and the supply piping to the building flushed and drained.

Water: Water is provided to the building from the underground site distribution systems. The supply should be turned off at the underground curb valve (if it can be located) and the supply line opened inside the building. All site distribution supplies that originate in this building must be drained. All water supplies to fixtures should be disconnected and the distribution lines within the building drained of all water utilizing compressed air, as needed.

Sanitary: The building sanitary system ties into the facility wide sanitary system. All traps accessible should be disassembled and drained. Drain any tank type toilets. Add non-toxic antifreeze to toilets/urinals, building traps and any floor drain traps.

Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

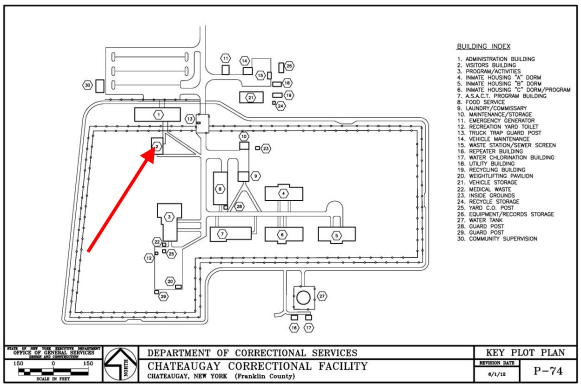
Ventilation: Ventilation exhaust and supply fan systems are to be shut down at the appropriate circuit breaker. Disconnect and close all dampers are to be checked to assure they are closed tightly. Assure bird screens are in place on all louvers. The heat and ventilation unit will be shut down and assure all bird screens are in place. Shut all dampers and fix in the closed position. Assure all vents for the dryers are secured closed. Windows are to be boarded up.

Emergency systems: All emergency systems must remain active until all other services to the building are disconnected and occupancy is eliminated as well as combustible storage. At that time the fire alarm system can be powered down and all batteries removed. Emergency lighting batteries can be removed.

Refrigeration Systems: Domestic style refrigeration units will be removed from the facility for reuse at other facilities or disposed of in accordance with applicable regulations. Window AC units and any domestic style refrigerators will be evacuated by a certified refrigeration mechanic and the refrigerants reclaimed, and removed from the site. The facility's refrigerant program will be amended to reflect changes and will then be filed for future reference. Free standing water coolers can be located to other facilities and built-in units prepared for long term storage following the above procedures.

Phone/Data: This equipment will be decommissioned by the Department's MIS group.

Building #002 – Visitors Building



Size: 3,562 Gross square feet, 1 floor with no basement.

Uses: Visitors building
Heating: Hot water fin tube radiation supplied from the buildings stand alone oil fired boilers
Domestic Hot Water: Electric
Water: Underground served from the site water distribution system
Sanitary: Facility site wide collection system
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: Mechanical exhaust and air handling units
Refrigeration: Domestic refrigerators, Split air conditioning systems, Water coolers
Emergency Systems: Centralized alarm system
Phone/Data: Main hub for both systems

Closure Actions:

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: The furnace will be cleaned and disconnected from the fuel supply and from electric power.

Domestic Hot Water System: Domestic hot water is produced by electric hot water heaters. These heaters will be disconnected from the electric supply, drained, disconnected from the plumbing, and the supply piping to the building flushed and drained.

Water: Water is provided to the building from the underground site distribution systems. The supply should be turned off at the underground curb valve and the supply line opened inside the building. All site distribution supplies that originate in this building must be drained. All water supplies to fixtures should be disconnected and the distribution lines within the building drained of all water utilizing compressed air as needed.

Sanitary: The building sanitary system ties into the facility wide sanitary system. All traps accessible should be disassembled and drained. Drain any tank type toilets. Add non-toxic antifreeze to toilets/urinals, building traps and any floor drain traps.

Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

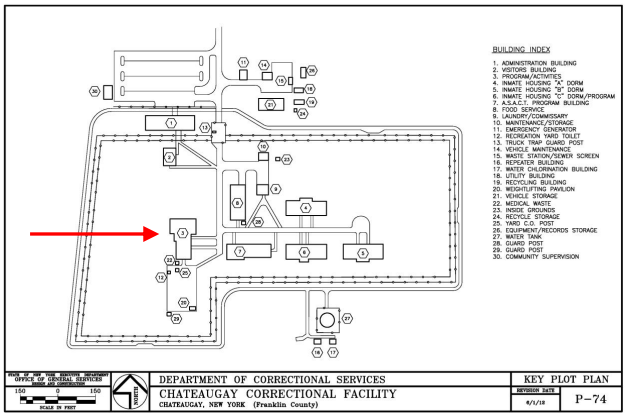
Ventilation: Ventilation exhaust and supply fan systems are to be shut down at the appropriate circuit breaker. Disconnect and close all dampers are to be checked to assure they are closed tightly. Assure bird screens are in place on all louvers. The heat and ventilation unit will be shut down and assure all bird screens are in place. Shut all dampers and fix in the closed position. Assure all vents for the dryers are secured closed. Windows are to be boarded up.

Emergency systems: All emergency systems must remain active until all other services to the building are disconnected and occupancy is eliminated as well as combustible storage. At that time the fire alarm system can be powered down and all batteries removed. Emergency lighting batteries can be removed.

Refrigeration Systems: Domestic style refrigeration units will be removed from the facility for reuse at other facilities or disposed of in accordance with applicable regulations. Window AC units and any domestic style refrigerators will be evacuated by a certified refrigeration mechanic and the refrigerants reclaimed, and removed from the site. The facility's refrigerant program will be amended to reflect all changes and will then be filed for future reference. Free standing water coolers can be located to other facilities and built-in units prepared for long term storage following the above procedures.

Phone/Data: This equipment will be decommissioned by the Department's MIS group.

Building #003 - Program / Activities



Size: Activities Building 12,560 Gross square feet, 1 floor with no basement

Uses: Gymnasium, Medical, Religious Services, ID Room, Draft Processing, Property Storage, IGRC, Barber Shop
Heating: Hot water fin tube radiation and air handling units supplied from the buildings stand alone oil fired boilers
Domestic Hot Water: Electric water heaters
Water: Underground served from the site water distribution system
Sanitary: Facility site wide collection system
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: Mechanical exhaust and air handling units
Refrigeration: Domestic refrigerators, window AC's, water coolers
Emergency Systems: Centralized alarm system
Phone/Data: Main hub for both systems

Closure Actions:

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: Fin tube radiation and air handling systems, piping and circulators will be drained and air pressure utilized to assure proper removal of water. The boiler will be disabled, the fuel supply disconnected, the fire side cleaned and the water side flushed and drained. The radiation system, piping, and circulators will be drained utilizing air pressure as necessary to remove the water.

Domestic Hot Water System: Domestic hot water is produced by electric hot water heaters. These heaters will be disconnected from the electric supply, drained, disconnected from the plumbing, and the supply piping to the building flushed and drained.

Water: Water is provided to the building from the underground site distribution systems. The supply should be turned off at the underground curb valve and the supply line opened inside the building. All site distribution supplies that originate in this building must be drained. All water supplies to fixtures should be disconnected and the distribution lines within the building drained of all water utilizing compressed air as needed.

Sanitary: The building sanitary system ties into the facility wide sanitary system. All traps accessible should be disassembled and drained. Drain any tank type toilets. Add non-toxic antifreeze to toilets/urinals, building traps and any floor drain traps.

Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

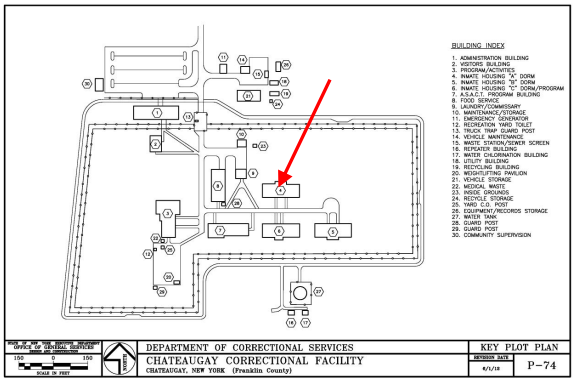
Ventilation: Ventilation exhaust and supply fan systems are to be shut down at the appropriate circuit breaker. Disconnect and close all dampers are to be checked to assure they are closed tightly. Assure bird screens are in place on all louvers. The heat and ventilation unit will be shut down and assure all bird screens are in place. Shut all dampers and fix in the closed position. Assure all vents for the dryers are secured closed. Windows are to be boarded up.

Emergency systems: All emergency systems must remain active until all other services to the building are disconnected and occupancy is eliminated as well as combustible storage. At that time the fire alarm system can be powered down and all batteries removed. Emergency lighting batteries can be removed.

Refrigeration Systems: Domestic style refrigeration units will be removed from the facility for reuse at other facilities or disposed of in accordance with applicable regulations. Window AC units and any domestic style refrigerators will be evacuated by a certified refrigeration mechanic and the refrigerants reclaimed, and removed from the site. The facility's refrigerant program will be amended to reflect all changes and will then be filed for future reference. Free standing water coolers can be located to other facilities and built-in units prepared for long term storage following the above procedures.

Phone/Data: This equipment will be decommissioned by the Department's MIS group.

Building #004 – A Dorm Housing



Size: 10,380 Gross square feet, 1 floor with no basement

Uses: Housing
Heating: Hot water fin tube radiation and air handling units supplied from the buildings stand alone oil fired boilers
Domestic Hot Water: Produced by a hot water heat exchanger supplied by the buildings oil fired boilers.
Water: Underground served from the site water distribution system
Sanitary: Facility site wide collection system
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: Mechanical exhaust and make up air units
Refrigeration: Domestic refrigerators, water coolers, ice machines
Emergency Systems: Centralized alarm system
Phone/Data: Main hub for both systems

Closure Actions;

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: Fin tube radiation and air handling systems, piping and circulators will be drained and air pressure utilized to assure proper removal of water. The boiler will be disabled, the fuel supply disconnected, the fire side cleaned and the water side flushed and drained. The radiation system, piping, and circulators will be drained utilizing air pressure as necessary to remove the water.

Domestic Hot Water System: Produced by a hot water heat exchanger supplied by the buildings oil fired boilers. The heater will be disabled and the cold water supplies to be isolated. The heater will be disabled electrically. The water sides will be opened, flushed and drained. All supplies to bath fixtures and washers will be drained of water utilizing compress air.

Water: Water is provided to the building from the underground site distribution systems. The supply should be turned off at the underground curb valve and the supply line opened inside the building. All site distribution supplies that originate in this building must be drained. All water supplies to fixtures should be disconnected and the distribution lines within the building drained of all water utilizing compressed air as needed.

Sanitary: The building sanitary system ties into the facility wide sanitary system. All traps accessible should be disassembled and drained. Drain any tank type toilets. Add non-toxic antifreeze to toilets/urinals, building traps and any floor drain traps.

Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

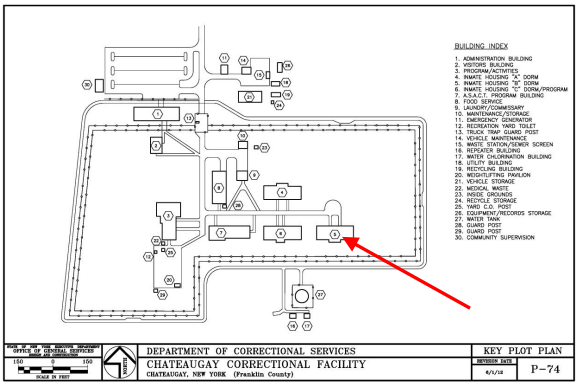
Ventilation: Ventilation exhaust and supply fan systems are to be shut down at the appropriate circuit breaker. Disconnect and close all dampers are to be checked to assure they are closed tightly. Assure bird screens are in place on all louvers. The heat and ventilation units will be shut down and assure all bird screens are in place. Shut all dampers and fix in the closed position. Assure all vents for the dryers are secured closed. Windows are to be boarded up.

Emergency systems: All emergency systems must remain active until all other services to the building are disconnected and occupancy is eliminated as well as combustible storage. At that time the fire alarm system can be powered down and all batteries removed. Emergency lighting batteries can be removed.

Refrigeration Systems: Domestic style refrigeration units, water coolers, and ice machines will be removed from the facility for reuse at other facilities or disposed of in accordance with applicable regulations. The facility's refrigerant program will be amended to reflect all changes and will then be filed for future reference.

Phone/Data: This equipment will be decommissioned by the Department's MIS group.

Building #005 – B Dorm



Size: 10,380 Gross square feet, 1 floor, no basement

Uses: Housing
Heating: Hot water fin tube radiation and air handling units supplied from the buildings stand alone oil fired boilers
Domestic Hot Water: Produced by a hot water heat exchanger supplied by the buildings oil fired boilers.
Water: Underground served from the site water distribution system
Sanitary: Facility site wide collection system
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: Mechanical exhaust and make up air units
Refrigeration: Domestic refrigerators, water coolers, ice machines
Emergency Systems: Centralized alarm system.
Phone/Data: Main hub for both systems

Closure Actions:

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: Fin tube radiation and air handling systems, piping and circulators will be drained and air pressure utilized to assure proper removal of water. The boiler will be disabled, the fuel supply disconnected, the fire side cleaned and the water side flushed and drained. The radiation system, piping, and circulators will be drained utilizing air pressure as necessary to remove the water.

Domestic Hot Water System: Produced by a hot water heat exchanger supplied by the buildings oil fired boilers. The heater will be disabled and the cold water supplies to be isolated. The heater will be disabled electrically. The water sides will be opened, flushed and drained. All supplies to bath fixtures and washers will be drained of water utilizing compress air.

Water: Water is provided to the building from the underground site distribution systems. The supply should be turned off at the underground curb valve and the supply line opened inside the building. All site distribution supplies that originate in this building must be drained. All water supplies to fixtures should be disconnected and the distribution lines within the building drained of all water utilizing compressed air as needed.

Sanitary: The building sanitary system ties into the facility wide sanitary system. All traps accessible should be disassembled and drained. Drain any tank type toilets. Add non-toxic antifreeze to toilets/urinals, building traps and any floor drain traps.

Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

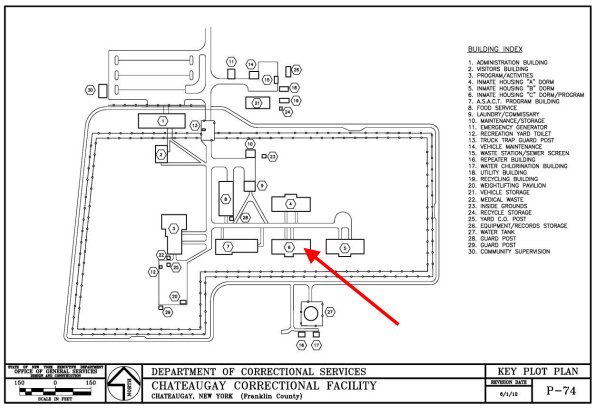
Ventilation: Ventilation exhaust and supply fan systems are to be shut down at the appropriate circuit breaker. Disconnect and close all dampers are to be checked to assure they are closed tightly. Assure bird screens are in place on all louvers. The heat and ventilation units will be shut down and assure all bird screens are in place. Shut all dampers and fix in the closed position. Assure all vents for the dryers are secured closed. Windows are to be boarded up.

Emergency systems: All emergency systems must remain active until all other services to the building are disconnected and occupancy is eliminated as well as combustible storage. At that time the fire alarm system can be powered down and all batteries removed. Emergency lighting batteries can be removed.

Refrigeration Systems: Domestic style refrigeration units, water coolers, and ice machines will be removed from the facility for reuse at other facilities or disposed of in accordance with applicable regulations. The facility's refrigerant program will be amended to reflect all changes and will then be filed for future reference.

Phone/Data: This equipment will be decommissioned by the Department's MIS group.

Building #006 - C-Dorm – Program Area



Size: 10,234 Gross square feet, 1 floor, no basement

Uses: Housing / Program Area
Heating: Hot water fin tube radiation and air handling units supplied from the buildings stand alone oil fired boilers
Domestic Hot Water: Produced by a hot water heat exchanger supplied by the buildings oil fired boilers
Water: Underground served from the site water distribution system
Sanitary: Facility site wide collection system
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: Mechanical exhaust and make up air units
Refrigeration: Domestic refrigerators, water coolers, ice machines
Emergency Systems: Centralized alarm system.
Phone/Data: Main hub for both systems

Closure Actions:

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: Fin tube radiation and air handling systems, piping and circulators will be drained and air pressure utilized to assure proper removal of water. The boiler will be disabled, the fuel supply disconnected, the fire side cleaned and the water side flushed and drained. The radiation system, piping, and circulators will be drained utilizing air pressure as necessary to remove the water.

Domestic Hot Water System: Produced by a hot water heat exchanger supplied by the buildings oil fired boilers. The heater will be disabled and the cold water supplies to be isolated. The heater will be disabled electrically. The water sides will be opened, flushed and drained. All supplies to bath fixtures and washers will be drained of water utilizing compress air.

Water: Water is provided to the building from the underground site distribution systems. The supply should be turned off at the underground curb valve and the supply line opened inside the building. All site distribution supplies that originate in this building must be drained. All water supplies to fixtures should be disconnected and the distribution lines within the building drained of all water utilizing compressed air as needed.

Sanitary: The building sanitary system ties into the facility wide sanitary system. All traps accessible should be disassembled and drained. Drain any tank type toilets. Add non-toxic antifreeze to toilets/urinals, building traps and any floor drain traps.

Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

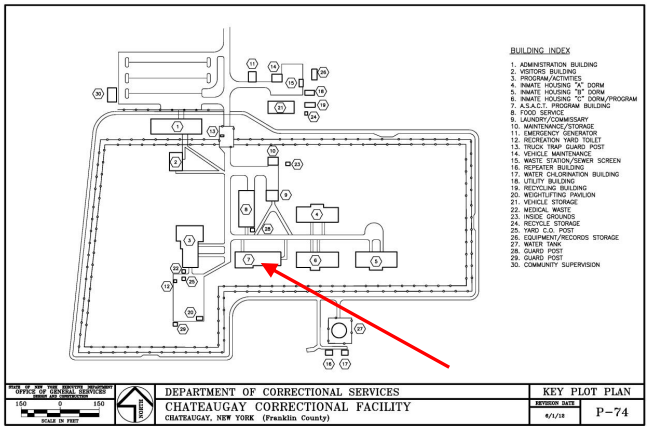
Ventilation: Ventilation exhaust and supply fan systems are to be shut down at the appropriate circuit breaker. Disconnect and close all dampers are to be checked to assure they are closed tightly. Assure bird screens are in place on all louvers. The heat and ventilation units will be shut down and assure all bird screens are in place. Shut all dampers and fix in the closed position. Assure all vents for the dryers are secured closed. Windows are to be boarded up.

Emergency systems: All emergency systems must remain active until all other services to the building are disconnected and occupancy is eliminated as well as combustible storage. At that time the fire alarm system can be powered down and all batteries removed. Emergency lighting batteries can be removed.

Refrigeration Systems: Domestic style refrigeration units, water coolers, and ice machines will be removed from the facility for reuse at other facilities or disposed of in accordance with applicable regulations. The facility's refrigerant program will be amended to reflect all changes and will then be filed for future reference.

Phone/Data: This equipment will be decommissioned by the Department's MIS group.

Building #007 – Academic / ASACT Programs



Size 9,898 Gross square feet, 1 floor, no basement

Uses: Academic, programs, transitional services, law library.
Heating: Hot water fin tube radiation and air handling units supplied from the buildings stand alone oil fired boilers.
Domestic Hot Water: Electric
Water: Underground served from the site water distribution system.
Sanitary: Facility site wide collection system.
Electrical: Fed from facility electrical system, with backup generation from facility main generator.
Ventilation: Mechanical exhaust and air handling units.
Refrigeration: Domestic refrigerators, Window AC's, water coolers.
Emergency Systems: Centralized alarm system.
Phone/Data: Main hub for both systems.

Closure Actions;

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: Hot water fin tube radiation systems, piping and circulators will be drained and air pressure utilized to assure proper removal of water. The boiler will be disabled, the fuel supply disconnected, the fire side cleaned and the water side flushed and drained. The radiator system, piping, and circulators will be drained utilizing air pressure as necessary to remove the water.

Domestic Hot Water System: Domestic hot water is produced by electric hot water heaters. These heaters will be disconnected from the electric supply, drained, disconnected from the plumbing, and the supply piping to the building flushed and drained.

Water: Water is provided to the building from the underground site distribution systems. The supply should be turned off at the underground curb valve and the supply line opened inside the building. All site distribution supplies that originate in this building must be drained. All water supplies to fixtures should be disconnected and the distribution lines within the building drained of all water utilizing compressed air as needed.

Sanitary: The building sanitary system ties into the facility wide sanitary system. All traps accessible should be disassembled and drained. Drain any tank type toilets. Add non-toxic antifreeze to toilets/urinals, building traps and any floor drain traps.

Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

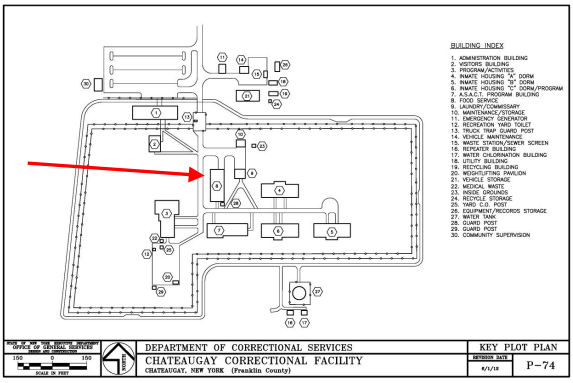
Ventilation: Ventilation exhaust and supply fan systems are to be shut down at the appropriate circuit breaker. Disconnect and close all dampers are to be checked to assure they are closed tightly. Assure bird screens are in place on all louvers. The heat and ventilation unit will be shut down and assure all bird screens are in place. Shut all dampers and fix in the closed position. Windows are to be boarded up.

Emergency systems: All emergency systems must remain active until all other services to the building are disconnected and occupancy is eliminated as well as combustible storage. Emergency lighting batteries can be removed.

Refrigeration Systems: Domestic style refrigeration units will be removed from the facility for reuse at other facilities or disposed of in accordance with applicable regulations. Window AC units and any domestic style refrigerators will be evacuated by a certified refrigeration mechanic and the refrigerants reclaimed, and removed from the site. The facility's refrigerant program will be amended to reflect all changes and will then be filed for future reference. Free standing water coolers can be located to other facilities and built-in units prepared for long term storage following the above procedures.

Phone/Data: This equipment will be decommissioned by the Department's MIS group.

Building #008 - Food Service



Size: 8,490 Gross square feet, 1 floor, no basement

Uses: Food service preparation and mess hall
Heating: Hot water fin tube radiation and air handling units supplied from the buildings stand alone oil fired boilers
Domestic Hot Water: Produced by a hot water heat exchanger supplied by the buildings oil fired boilers
Water: Underground served from the site water distribution system
Sanitary: Facility site wide collection system
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: Mechanical exhaust, fan coil units, and air handling units
Refrigeration: Domestic refrigerators, walk in coolers / freezers, water coolers, ice machines
Emergency Systems: Centralized alarm system
Phone/Data: Main hub for both systems

Closure Actions:

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: Hot water fin tube radiation systems, piping and circulators will be drained and air pressure utilized to assure proper removal of water. The boiler will be disabled, the fuel supply disconnected, the fire side cleaned and the water side flushed and drained. The radiator system, piping, and circulators will be drained utilizing air pressure as necessary to remove the water.

Domestic Hot Water System: Produced by a hot water heat exchanger supplied by the buildings oil fired boilers. The heater will be disabled and the cold water supplies to be isolated. The heater will be disabled electrically. The water sides will be opened, flushed and drained. All supplies to bath fixtures and washers will be drained of water utilizing compress air.

Water: Water is provided to the building from the underground site distribution systems. The supply should be turned off at the underground curb valve and the supply line opened inside the building. All site distribution supplies that originate in this building must be drained. All water supplies to fixtures should be disconnected and the distribution lines within the building drained of all water utilizing compressed air as needed.

Sanitary: The building sanitary system ties into the facility wide sanitary system. All traps accessible should be disassembled and drained. Drain any tank type toilets. Add non-toxic antifreeze to toilets/urinals, building traps and any floor drain traps.

Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

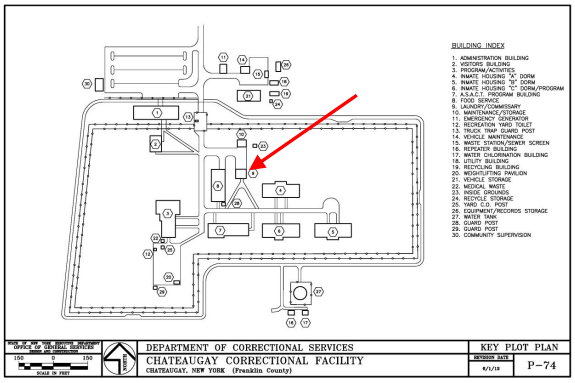
Ventilation: Ventilation exhaust and supply fan systems are to be shut down at the appropriate circuit breaker. Disconnect and close all dampers are to be checked to assure they are closed tightly. Assure bird screens are in place on all louvers. The heat and ventilation unit will be shut down and assure all bird screens are in place. Shut all dampers and fix in the closed position. Windows are to be boarded up.

Emergency systems: All emergency systems must remain active until all other services to the building are disconnected and occupancy is eliminated as well as combustible storage. Emergency lighting batteries can be removed.

Refrigeration Systems: Domestic style refrigeration units will be removed from the facility for reuse at other facilities or disposed of in accordance with applicable regulations. Window AC units and any domestic style refrigerators will be evacuated by a certified refrigeration mechanic and the refrigerants reclaimed, and removed from the site. The facility's refrigerant program will be amended to reflect all changes and will then be filed for future reference. Coolers and freezers should be thoroughly cleaned and doors left open to provide air movement. All locks and latches shall be removed from the units. These systems should have all refrigerant removed following the above mentioned procedures. They should be recharged with nitrogen for long term lay up. Free standing water coolers can be located to other facilities and built-in units prepared for long term storage following the above procedures.

Phone/Data: This equipment will be decommissioned by the Department's MIS group.

Building #009 Laundry / Commissary / State Shop



Size: 2,030 Gross square feet, 1 floor, no basement

Uses: Laundry / Commissary / State Shop
Heating: Hot water fin tube radiation and air handling units supplied from the buildings stand alone oil fired boilers
Domestic Hot Water: Produced by a hot water heat exchanger supplied by the buildings oil fired boilers
Water: Underground served from the site water distribution system
Sanitary: Facility site wide collection system
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: Mechanical exhaust, fan coil units
Refrigeration: Domestic refrigerators, coolers / freezers, water coolers
Emergency Systems: Centralized alarm system
Phone/Data: Main hub for both systems

Closure Actions:

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: Hot water fin tube radiation systems, piping and circulators will be drained and air pressure utilized to assure proper removal of water. The boiler will be disabled, the fuel supply disconnected, the fire side cleaned and the water side flushed and drained. The radiator system, piping, and circulators will be drained utilizing air pressure as necessary to remove the water.

Domestic Hot Water System: Produced by a hot water heat exchanger supplied by the buildings oil fired boilers. The heater will be disabled and the cold water supplies to be isolated. The heater will be disabled electrically. The water sides will be opened, flushed and drained. All supplies to bath fixtures and washers will be drained of water utilizing compress air.

Water: Water is provided to the building from the underground site distribution systems. The supply should be turned off at the underground curb valve and the supply line opened inside the building. All site distribution supplies that originate in this building must be drained. All water supplies to fixtures should be disconnected and the distribution lines within the building drained of all water utilizing compressed air as needed.

Sanitary: The building sanitary system ties into the facility wide sanitary system. All traps accessible should be disassembled and drained. Drain any tank type toilets. Add non-toxic antifreeze to toilets/urinals, building traps and any floor drain traps.

Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

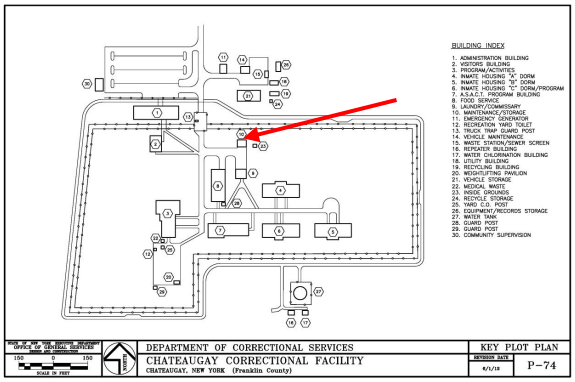
Ventilation: Ventilation exhaust and supply fan systems are to be shut down at the appropriate circuit breaker. Disconnect and close all dampers are to be checked to assure they are closed tightly. Assure bird screens are in place on all louvers.

Emergency systems: All emergency systems must remain active until all other services to the building are disconnected and occupancy is eliminated as well as combustible storage. Emergency lighting batteries can be removed.

Refrigeration Systems: Domestic style refrigeration units will be removed from the facility for reuse at other facilities or disposed of in accordance with applicable regulations. The facility's refrigerant program will be amended to reflect all changes and will then be filed for future reference. Coolers and freezers should be thoroughly cleaned and doors left open to provide air movement. All locks and latches shall be removed from the units. These systems should have all refrigerant removed following the above mentioned procedures. They should be recharged with nitrogen for long term lay up. Free standing water coolers can be located to other facilities and built-in units prepared for long term storage following the above procedures.

Phone/Data: This equipment will be decommissioned by the Department's MIS group.

Building #010 - Maintenance / Storage



Size: 1,223 Gross square feet, 1 floor, no basement

Uses: Maintenance Shop / Storage
Heating: 2 oil fired hanging unit heaters
Domestic Hot Water: Electric
Water: Underground served from the site water distribution system
Sanitary: Facility site wide collection system
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: Natural through windows and mechanical exhaust
Refrigeration: Domestic refrigerator
Emergency Systems: Centralized alarm system
Phone/Data: Main hub for both systems

Closure Actions:

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: The oil fired hanging unit heaters will be electrically isolated, and the fuel lines will be evacuated of heating fuel.

Domestic Hot Water System: Domestic hot water is produced by an electric hot water heater. The heater will be disconnected from the electric supply, drained, disconnected from the plumbing, and the supply piping to the building flushed and drained.

Water: Water is provided to the building from the underground site distribution systems. The supply should be turned off at the underground curb valve and the supply line opened inside the building. All site distribution supplies that originate in this building must be drained. All water supplies to fixtures should be disconnected and the distribution lines within the building drained of all water utilizing compressed air as needed.

Sanitary: The building sanitary system ties into the facility wide sanitary system. All traps accessible should be disassembled and drained. Drain any tank type toilets. Add non-toxic antifreeze to toilets/urinals, building traps and any floor drain traps.

Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

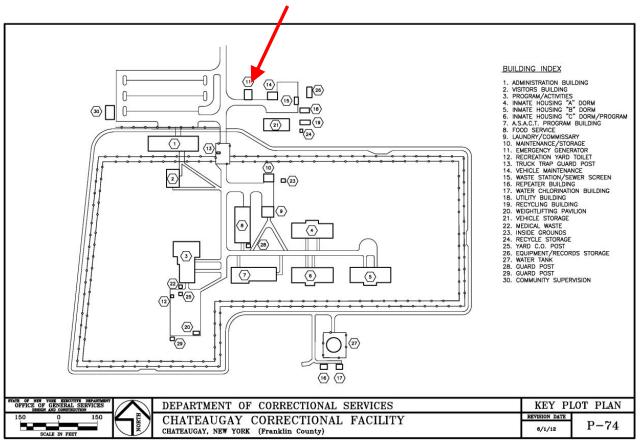
Ventilation: Ventilation exhaust fans are to be shut down at the appropriate circuit breaker. Disconnect and close all dampers are to be checked to assure they are closed tightly. Assure bird screens are in place on all louvers.

Emergency systems: All emergency systems must remain active until all other services to the building are disconnected and occupancy is eliminated as well as combustible storage. Emergency lighting batteries can be removed.

Refrigeration Systems: Domestic style refrigeration units will be removed from the facility for reuse at other facilities or disposed of in accordance with applicable regulations. The facility's refrigerant program will be amended to reflect all changes and will then be filed for future reference.

Phone/Data: This equipment will be decommissioned by the Department's MIS group.

Building #011 - Emergency Generator



Size: 1,352 Gross square feet 1 floor

Uses: Generator and switchgear
Heating: Electric
Domestic Hot Water: N/A
Water: N/A
Sanitary: N/A
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: Mechanical Exhaust
Refrigeration: N/A
Emergency Systems: Centralized alarm system
Phone/Data: Main hub for both systems

Closure Actions:

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: Electric unit heaters will be turned off at the nearest breaker panel.

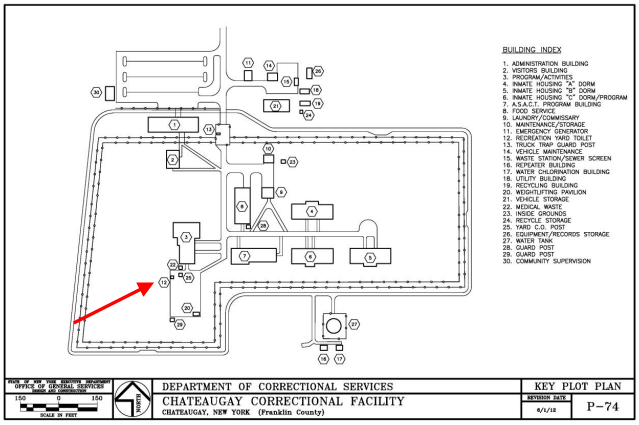
Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

Ventilation: All exhaust fans should be secured with any gravity louvers secured to prevent rodent intrusion.

Emergency systems: All emergency systems must remain active until all other services to the building are disconnected and occupancy is eliminated as well as combustible storage. At that time the fire alarm system can be powered down and all batteries removed. Emergency lighting batteries can be removed.

Phone/Data: This equipment will be decommissioned by the Department's MIS group.

Building #012 - Rec Yard Toilet



Size: 202 Gross square feet, 1 floor, no basement

Uses: Yard Toilet
Heating: Electric
Domestic Hot Water: Electric
Water: Underground service served from the site water distribution system
Sanitary: Facility site wide collection system.
Electrical: Fed from facility electrical system from building #3, with backup generation from facility main generator
Ventilation: Operational windows
Refrigeration: N/A
Emergency Systems: N/A
Phone/Data: N/A

Closure Actions:

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: Disconnect the heaters from the electric supply.

Domestic Hot Water System: Domestic hot water is produced by an electric hot water heater. The heater will be disconnected from the electric supply, drained, disconnected from the plumbing, and the supply piping to the building flushed and drained.

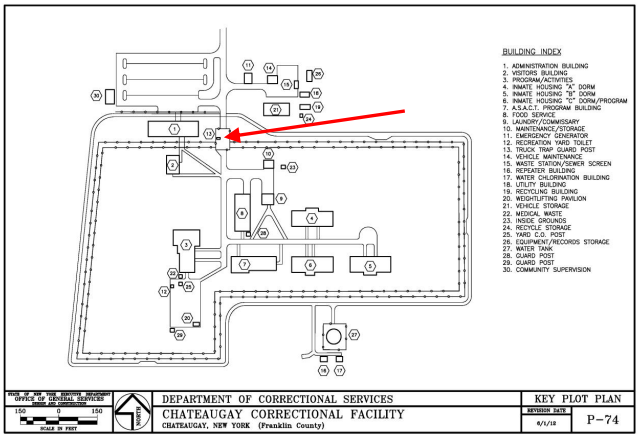
Water: Water is provided to the building from the underground site distribution systems. The supply should be turned off at the underground curb valve and the supply line opened inside the building. All site distribution supplies that originate in this building must be drained. All water supplies to fixtures should be disconnected and the distribution lines within the building drained of all water utilizing compressed air as needed.

Sanitary: The building sanitary system ties into the facility wide sanitary system. All traps accessible should be disassembled and drained. Drain any tank type toilets. Add non-toxic antifreeze to toilets/urinals, building traps and any floor drain traps.

Electric: Electric Service to this building is fed from building #3 and will be isolated at the nearest breaker panel.

Ventilation: Close and secure windows.

Building #013 - Truck Trap Guard Post



Size: 295 Gross square feet, 1 floor

Uses: Guard post
Heating: Electric heat pump with back up electric resistance element
Domestic Hot Water: N/A
Water: N/A
Sanitary: N/A
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: Operable windows
Refrigeration: Reversible Heat Pump
Emergency Systems: N/A
Phone/Data: Main hub for both systems

Closure Actions:

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: Disconnect power to heat pump system.

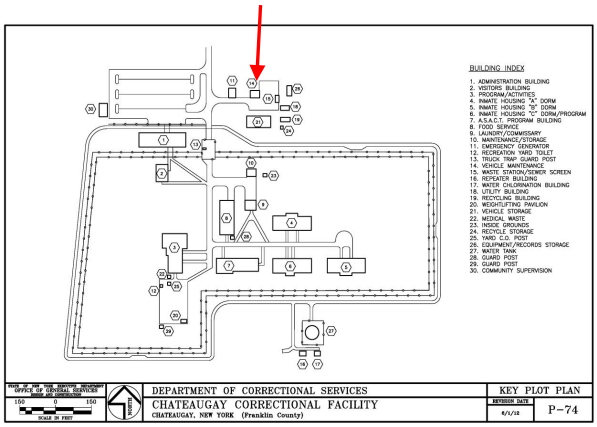
Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

Ventilation: Secure windows.

Refrigeration Systems: Evacuate refrigerant charge from heat pump system. The facility's refrigerant program will be amended to reflect all changes and will then be filed for future reference.

Phone/Data: This equipment will be decommissioned by the Department's MIS group.

Building #014 - Vehicle Maintenance



Size: 1,223 Gross square feet 1 floor no basement

Uses: Vehicle Repair garage
Heating: 2 oil fired hanging unit heaters
Domestic Hot Water: Electric
Water: Underground served from the site water distribution system
Sanitary: Facility site wide collection system
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: Natural through windows and mechanical exhaust
Refrigeration: Domestic refrigerator
Emergency Systems: Centralized alarm system
Phone/Data: Main hub for both systems

Closure Actions:

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: The oil fired hanging unit heaters will be electrically isolated, and the fuel lines will be evacuated of heating fuel.

Domestic Hot Water System: Domestic hot water is produced by an electric hot water heater. The heater will be disconnected from the electric supply, drained, disconnected from the plumbing, and the supply piping to the building flushed and drained.

Water: Water is provided to the building from the underground site distribution systems. The supply should be turned off at the underground curb valve and the supply line opened inside the building. All site distribution supplies that originate in this building must be drained. All water supplies to fixtures should be disconnected and the distribution lines within the building drained of all water utilizing compressed air as needed.

Sanitary: The building sanitary system ties into the facility wide sanitary system. All traps accessible should be disassembled and drained. Drain any tank type toilets. Add non-toxic antifreeze to toilets/urinals, building traps and any floor drain traps.

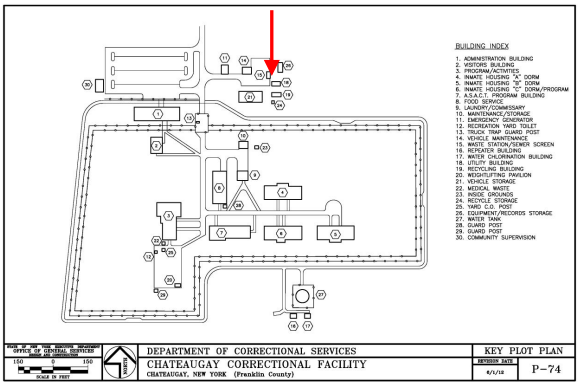
Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.
Ventilation: Ventilation exhaust fans are to be shut down at the appropriate circuit breaker. Disconnect and close all dampers are to be checked to assure they are closed tightly. Assure bird screens are in place on all louvers.

Emergency systems: All emergency systems must remain active until all other services to the building are disconnected and occupancy is eliminated as well as combustible storage.
Emergency lighting batteries can be removed.

Refrigeration Systems: Domestic style refrigeration units will be removed from the facility for reuse at other facilities or disposed of in accordance with applicable regulations. The facility's refrigerant program will be amended to reflect all changes and will then be filed for future reference.

Phone/Data: This equipment will be decommissioned by the Department's MIS group.

Building #015 - Waste Station



Size: 448 Gross square feet, no basement

Uses: Waste water pumping / Screening
Heating: Electric
Domestic Hot Water: N/A
Water: Underground served from the site water distribution system
Sanitary: Facility site wide collection system
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: Natural through windows and forced ventilation
Refrigeration: N/A
Emergency Systems: N/A
Phone/Data: N/A

Closure Actions:

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: electric heat will be isolated at nearest breaker.

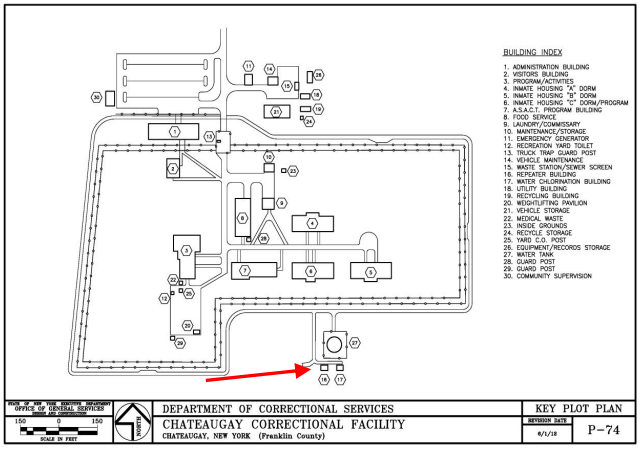
Water: Water is provided to the building from the underground site distribution systems. The supply should be turned off at the underground curb valve and the supply line opened inside the building. All site distribution supplies that originate in this building must be drained. All water supplies to fixtures should be disconnected and the distribution lines within the building drained of all water utilizing compressed air as needed.

Sanitary: The entire flow from the facility flows through this building prior to flowing to the Village of Chateaugay. The sanitary system in this building must remain active until the final stages of closure activities.

Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

Phone/Data: This equipment will be decommissioned by the Department's MIS group.

Building #016 - Repeater Building



Size: 139 Gross square feet, 1 floor, no basement

Uses: Radio repeater
Heating: Electric heat
Domestic Hot Water: N/A
Water: N/A
Sanitary: N/A
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: N/A
Refrigeration: N/A
Emergency Systems: N/A
Phone/Data: N/A

Closure Actions:

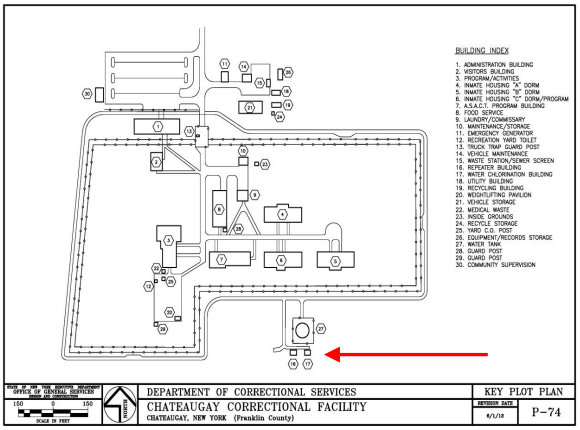
The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: the electric heat will be isolated at nearest breaker.

Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

Radio Equipment: Radio equipment will be offered to other facilities as surplus.

Building #017 - Chlorination Building



Size: 153 Gross square feet, 1 floor, no basement

Uses: chlorination building for water treatment
Heating: Electric
Domestic Hot Water: N/A
Water: Underground served from the site water distribution system
Sanitary: N/A
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: Natural through windows and forced ventilation
Refrigeration: N/A
Emergency Systems: N/A
Phone/Data: N/A

Closure Actions:

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

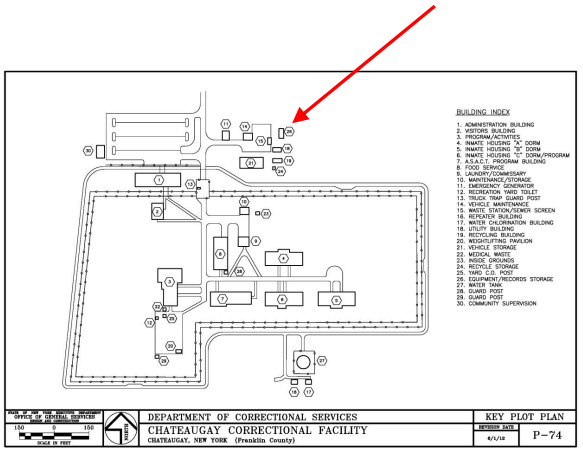
Heat: electric heat will be isolated at nearest breaker.

Water: Water is provided to the building from the underground site distribution systems. The supply should be turned off at the underground curb valve and the supply line opened inside the building. All site distribution supplies that originate in this building must be drained. This building provides chlorine to the elevated storage and needs to remain active until potable water is no longer needed.

Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

Ventilation: Windows will be closed, exhaust fan turned off.

Building #018 - Utility Building



Size: 960 Gross square feet, 1 floor, no basement

Uses: Storage
Heating: Electric heater in office only
Domestic Hot Water: N/A.
Water: N/A.
Sanitary: N/A.
Electrical: Fed from facility electrical system, with backup generation from facility main generator.
Ventilation: Operable windows.
Refrigeration: N/A
Emergency Systems: N/A.
Phone/Data: N/A.

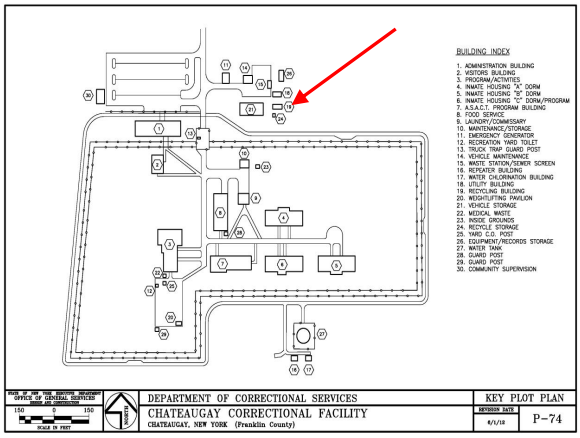
Closure Actions;

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: electric heat will be isolated at nearest breaker.

Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

Building #019 - Recycling



Size: 1,460 Gross square feet, 1 floor, no basement

Uses: Recycling program
Heating: #2 oil fired hot water boiler
Domestic Hot Water: Electric
Water: Underground served from the site water distribution system
Sanitary: Facility site wide collection system
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: Natural through windows and mechanical exhaust
Refrigeration: Domestic refrigerator
Emergency Systems: Emergency lights
Phone/Data: Main hub for both systems

Closure Actions:

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: The oil fired hot water boiler will be electrically isolated, and the fuel lines will be evacuated of heating fuel. Water will be drained from the system. The oil tank will be cleaned and removed.

Domestic Hot Water System: Domestic hot water is produced by an electric hot water heater. The heater will be disconnected from the electric supply, drained, disconnected from the plumbing, and the supply piping to the building flushed and drained.

Water: Water is provided to the building from the underground site distribution systems. The supply should be turned off at the underground curb valve and the supply line opened inside the building. All site distribution supplies that originate in this building must be drained. All water supplies to fixtures should be disconnected and the distribution lines within the building drained of all water utilizing compressed air as needed.

Sanitary: The building sanitary system ties into the facility wide sanitary system. All traps accessible should be disassembled and drained. Drain any tank type toilets. Add non-toxic antifreeze to toilets/urinals, building traps and any floor drain traps.

Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

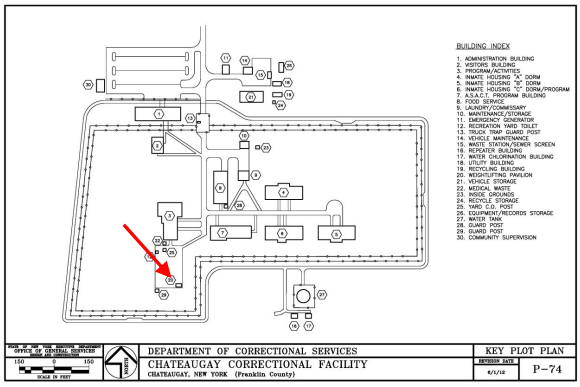
Ventilation: Ventilation exhaust fans are to be shut down at the appropriate circuit breaker. Disconnect and close all dampers are to be checked to assure they are closed tightly. Assure bird screens are in place on all louvers.

Emergency systems: All emergency systems must remain active until all other services to the building are disconnected and occupancy is eliminated as well as combustible storage. Emergency lighting batteries can be removed.

Refrigeration Systems: Domestic style refrigeration units will be removed from the facility for reuse at other facilities or disposed of in accordance with applicable regulations. The facility's refrigerant program will be amended to reflect all changes and will then be filed for future reference.

Phone/Data: This equipment will be decommissioned by the Department's MIS group.

Building #020 - Weightlifting Pavilion



Size: 1,920 Gross square feet

Uses: Weightlifting Pavilion, recreation
Heating: N/A
Domestic Hot Water: N/A
Water: N/A
Sanitary: N/A
Electrical: For lighting purposes only
Ventilation: N/A
Refrigeration: N/A
Emergency Systems: N/A
Phone/Data: N/A

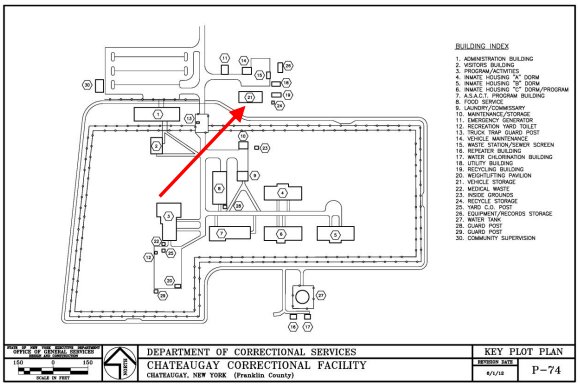
Closure Actions:

The building is to be closed. The following specifics for building systems layup are provided.

Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

.

Building #021 - Vehicle Storage



Size: 2,400 Gross square feet, 1 floor, no basement

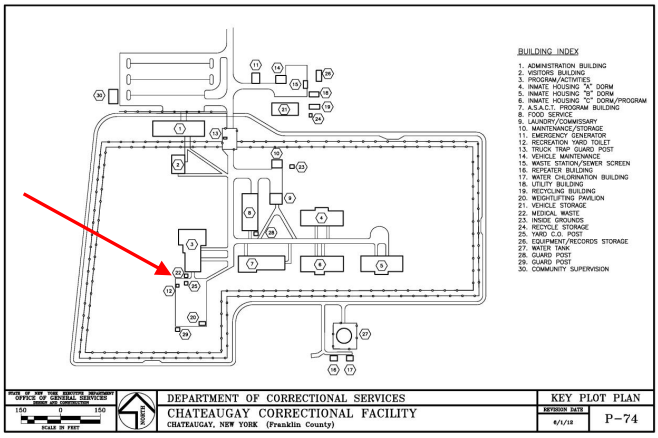
Uses: Vehicle, equipment storage
Heating: N/A
Domestic Hot Water: N/A
Water: N/A
Sanitary: N/A
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: N/A
Refrigeration: N/A
Emergency Systems: N/A
Phone/Data: N/A

Closure Actions:

The building is to be closed. All contents will be removed and the door locked. The following specifics for building systems layup are provided.

Electric: Electric Service to this building is provided by a pad mounted switch and transformer. The high voltage switch will be left in the open position.

Building #022 - Medical Waste



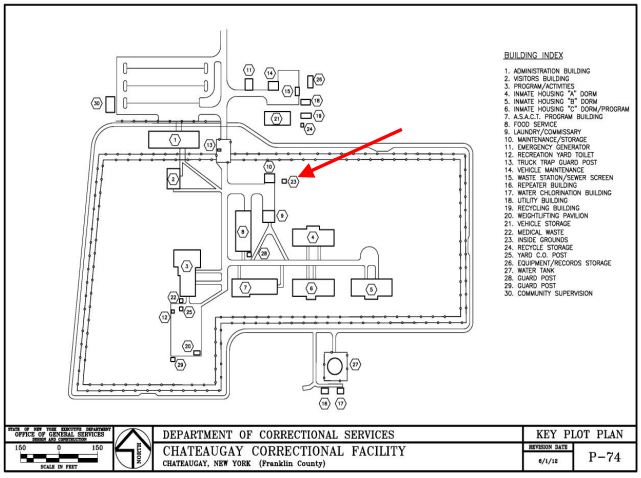
Size: 64 Gross square feet, 1 floor, no basement.

Uses: medical waste storage
Heating: N/A
Domestic Hot Water: N/A
Water: N/A
Sanitary: N/A
Electrical: N/A
Ventilation: N/A
Refrigeration: N/A

Closure Actions:

The building is to be closed. All contents will be removed and the door locked. The following specifics for building systems layup are provided.

Building #023 - Inside Grounds



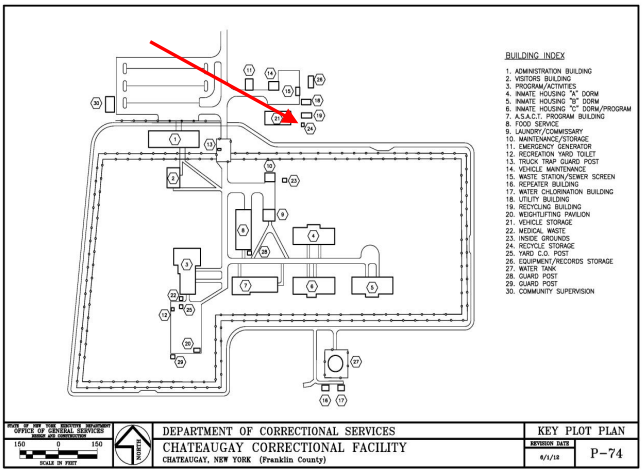
Size: 127 Gross square feet, 1 floor, no basement

Uses: Ground storage
Heating: N/A
Domestic Hot Water: N/A
Water: N/A
Sanitary: N/A
Electrical:
Ventilation: N/A
Refrigeration: N/A
Emergency Systems: N/A
Phone/Data: N/A

Closure Actions;

The building is to be closed. All contents will be removed and the door locked. The following specifics for building systems layup are provided.

Building #024 - Recycling Storage



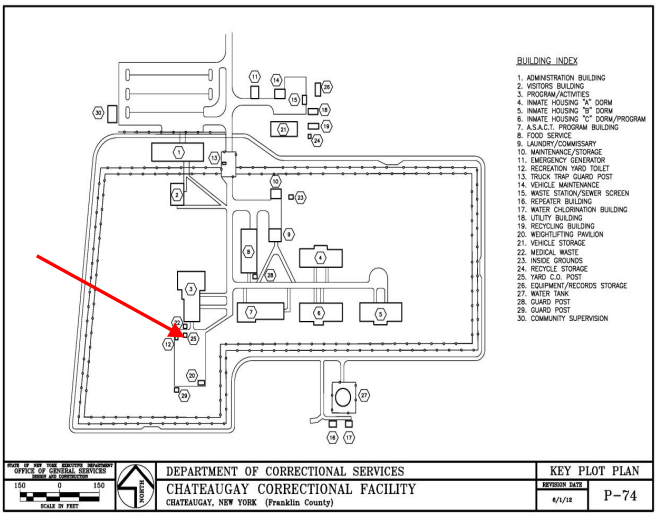
Size: 131 Gross square feet, 1 floor, no basement

Uses: Recycling storage
Heating: N/A
Domestic Hot Water: N/A
Water: N/A
Sanitary: N/A
Electrical: N/A
Ventilation: N/A
Refrigeration: N/A

Closure Actions;

The building is to be closed. All contents will be removed and the door locked. The following specifics for building systems layup are provided.

Building #025 - Yard Post



Size: 134 Gross square feet, 1 floor, no basement

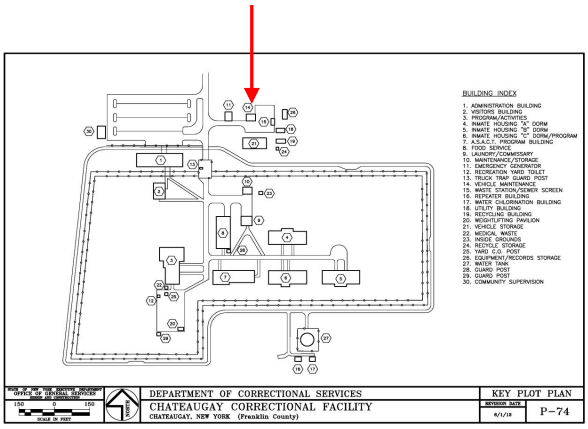
Uses: Guard Post
Heating: Electric
Domestic Hot Water: N/A
Water: N/A
Sanitary: N/A
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: N/A
Refrigeration: N/A

Closure Actions:

The building is to be closed in an unheated condition. All contents will be removed and the door locked. The following specifics for building systems layup are provided.

Electric: Electric Service to this building will be isolated.

Building #026 - Equipment / Records Storage



Size: 3,400 Gross square feet, 1 floor, no basement

Uses: Equipment / Record Storage
Heating: Hanging unit heaters that are fired with LP Gas
Domestic Hot Water: N/A
Water: N/A
Sanitary: N/A
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: N/A
Refrigeration: N/A

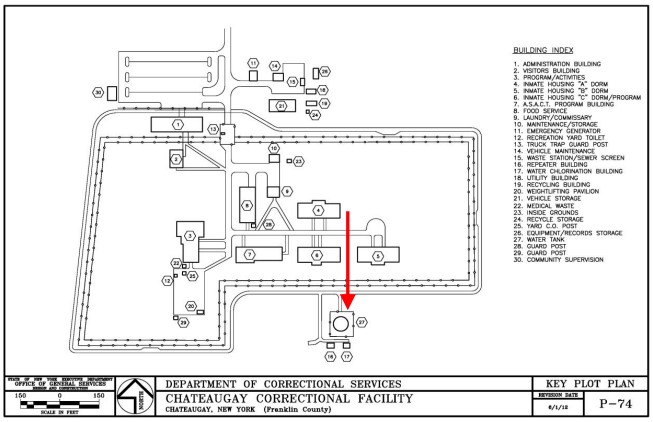
Closure Actions;

The building is to be closed in an unheated condition.

Electric: Electric Service to this building will be isolated.

Heat: Hanging unit heaters will be disabled, the fuel supply disconnected and removed.

Building #027 - Water Tank



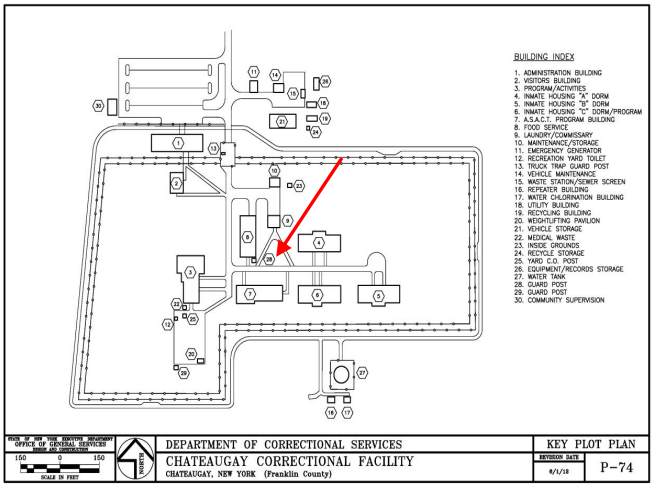
Size: 0 Gross square feet

Uses: Water storage
Heating: N/A
Domestic Hot Water: N/A
Water: N/A
Sanitary: N/A
Electrical: N/A
Ventilation: N/A
Refrigeration: N/A

Closure Actions;

Water tank will be drained when water service is no longer available.

Building #028 - C. O. Post



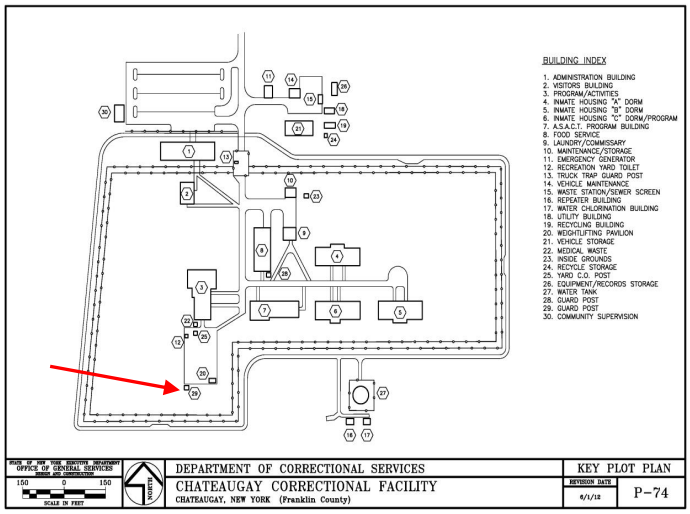
Size: 40 Gross square feet

Uses: C.O. Post
Heating: N/A
Domestic Hot Water: N/A
Water: N/A
Sanitary: N/A
Electrical: N/A
Ventilation: N/A
Refrigeration: N/A

Closure Actions;

The building is to be closed. All contents will be removed and the door locked.

Building #029 C. O. Post



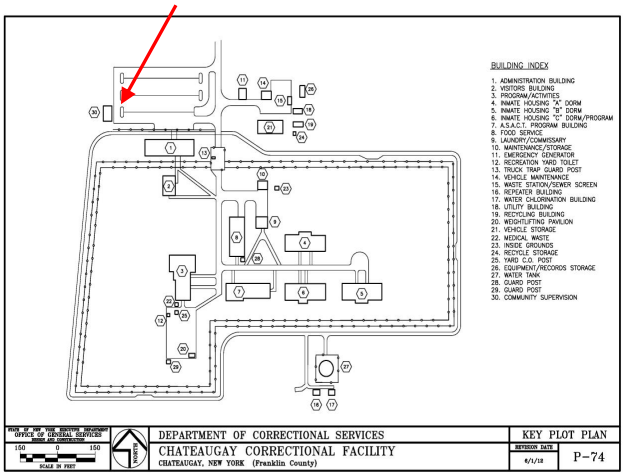
Size: 40 Gross square feet

Uses: C.O. Post
Heating: N/A
Domestic Hot Water: N/A
Water: N/A
Sanitary: N/A
Electrical: N/A
Ventilation: N/A
Refrigeration: N/A

Closure Actions:

The building is to be closed. All contents will be removed and the door locked.

Building #030 - Community Supervision



Size: 4,268 Gross square feet 1 floor with basement

Uses: Community Supervision
Heating: A hot air furnace fired with propane
Domestic Hot Water: Electric
Water: Underground served from the site water distribution system
Sanitary: Facility site wide collection system.
Electrical: Fed from facility electrical system, with backup generation from facility main generator
Ventilation: Natural through windows, Air conditioning
Refrigeration: Domestic refrigerators, split pack AC, water coolers
Emergency Systems: Emergency lighting
Phone/Data: Main hub for both systems

Closure Actions:.

The building is to be closed in an unheated condition. The following specifics for building systems layup are provided.

Heat: Hot air furnace will be disabled the fuel supply disconnected and removed.

Domestic Hot Water System: Domestic hot water is produced by an electric hot water heater. The heater will be disconnected from the electric supply, drained, disconnected from the plumbing, and the supply piping to the building flushed and drained.

Water: Water is provided to the building from the underground site distribution systems. The supply should be turned off at the underground curb valve and the supply line opened inside the building. All site distribution supplies that originate in this building must be drained. All water supplies to fixtures should be disconnected and the distribution lines within the building drained of all water utilizing compressed air as needed.

Sanitary: The building sanitary system ties into the facility wide sanitary system. All traps accessible should be disassembled and drained. Drain any tank type toilets. Add non-toxic antifreeze to toilets/urinals, building traps and any floor drain traps.

Electric: Electric Service to this building is provided by an underground line from building #1. Power will be isolated at the nearest disconnect switch.
Ventilation: N/A.

Ventilation: Ventilation exhaust fans are to be shut down at the appropriate circuit breaker. Disconnect and close all dampers are to be checked to assure they are closed tightly. Assure bird screens are in place on all louvers. Windows are to be boarded up.

Emergency systems: All emergency systems must remain active until all other services to the building are disconnected and occupancy is eliminated as well as combustible storage. Emergency lighting batteries can be removed.

Refrigeration Systems: Domestic style refrigeration units will be removed from the facility for reuse at other facilities or disposed of in accordance with applicable regulations. The split air conditioning system will be evacuated by a certified refrigeration mechanic and the refrigerants reclaimed, and removed from the site. The facility's refrigerant program will be amended to reflect all changes and will then be filed for future reference.

Phone/Data: This equipment will be decommissioned by the Department's MIS group.