

From 4/17/12 email- Bldg 233913 – 28 Sherman St.

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Dear Capt. Pirone,

Thanks for taking the time to talk with me today concerning the inspection on my building at 28 Sherman Street in Portland and the violations that were identified as a result of that inspection. I'd like to confirm our conversation today and the plan of action that I plan to implement along with my business partner Roger Mayo to address these items. We agreed that a follow up inspection would be scheduled around June 1, 2012 to assure that we are taking adequate measures to remedy the violations. As we discussed some of the more costly violations I will be soliciting bids from contractors to complete the work. The cost associated with these items will determine how quickly we can afford to have the work completed. In some instances we will complete the work in phases to make it more feasible financially. It is our intention to refinance our home in January or February of 2013 when we will qualify for a government program 'Making Homes Affordable' that will enable us to lower our interest and consequently our monthly mortgage payment which will allow us to address preventive maintenance issues with our building. As I mentioned today we live on the first floor and take our ownership seriously and with pride in spite of our current financial situation that prohibits us from making repairs on a timely basis; 28 Sherman Street is our home.

Violation 1, Installation of (3) 60 minute fire doors in specified locations: We will be seeking bids and based upon cost of materials and labor we will have these installed on a 'phase in' basis. First one would be installed as early as this Fall.

Violation 2, Remove flammable liquids/ gas in basement: To be taken care of immediately to meet June 1 follow up inspection.

Violation 3, 3rd floor front deck to be repaired: We will be seeking bids and based upon cost of materials and labor we will have this repaired. We will have the deck removed this summer. Cost to rebuild will determine how soon reconstruction can begin. We will be checking with the City of Portland to learn details and requirements for demolition and construction; these guidelines will be followed.

Violation 4, 2nd floor front deck to have railing put in place: Once the 3rd floor deck is removed we will investigate the extent of repair for the 2nd floor deck. Cost of this will determine how quickly we will stabilize the 2nd floor deck and add the railing as part of the reconstruction. This could happen as early as this summer and as late as next summer based upon cost of materials and labor.

During the interim time that the decks are under repair and unsuitable for use we will have the doors to the decks locked shut and boarded closed with 1" x 4" boards at 24" and 48" from the floor. The deck doors will also have signs indicating that the decks are not to be used. Tenants in those apartments will be informed in writing that the decks are not to be used. Currently the tenants have been verbally warned not to use the decks.

Violation 5, Remove propane tank from basement: To be taken care of immediately to meet June 1 follow up inspection.

Violation 6, Hardwired Carbon Monoxide Alarms installed in each apartment: Currently all smoke detectors throughout the building are hardwired and located in all areas according to code. One smoke detector located in a common area in each unit will be replaced with a combination Smoke/ Carbon Monoxide Detector. This will be done by the June 1 follow up inspection.

Violation 7, Remove stored items on 3rd floor rear stairway landing: This will be completed by the June 1 follow up inspection. The 3rd floor tenant has already been informed that this area needs to be cleared.

Thank you again for speaking with me, being understanding and giving us some flexibility to address all of these violations in a timeframe that is as least financially stressful as possible. Please do not hesitate to contact me by phone 207-712-2716 or email if you have any questions or need further information.

Sincerely, James Neal