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January 6, 2011

Theo H. B. M. Holtwijk  
Director of Long Range Planning  
Town of Falmouth  
271 Falmouth Road  
Falmouth, ME 04105

RE: Pleasant Hill Fire Station  
44 Allen Avenue Extension  
Falmouth, ME

Dear Theo:

Enclosed please find a copy of the draft brochure for the Pleasant Hill Fire Station, as well as a photo of the intended signage we would place on the property.

There are still a number of outstanding issues which we will need your help and guidance with, as follows:

1. Disclosure Statements: I did receive the disclosure statement, but it is not fully filled out nor signed. I have highlighted the areas that still need to be filled out, initialed and signed.
2. Septic System: I understand that the septic system is private, but additional detail would be helpful. All the Deputy Chief could tell me was that there was a pipe leading from the building into the ground. He did know whether the septic system had a tank, cesspool or even where it drained into. Perhaps somebody else within the Town would have this answer.
3. Asbestos: It is our understanding that the building contains asbestos which has been found in the 2<sup>nd</sup> floor flooring tiles, as well as the 1<sup>st</sup> and 2<sup>nd</sup> floor ceiling tiles.
4. Heating System: It is our understanding that while there is a heating system in place at the building, it is no longer operational as a large portion of the chimney had to be removed as it was faulty.
5. Lead Paint: There is no indication as to whether the property contains lead paint or not, although given the age of the structure it is possible. Do you know if there has been any testing for lead paint at the property?

6. Open House: We would like to schedule one or two Open Houses at the property, but do not want to do so until after all paperwork has been signed and our marketing materials have been approved. We suggest that the Open House take place roughly two weeks after that time period.
7. Call for Offers: We recommend a Call for Offer date approximately two months from the date we commence marketing of the property, which would be the date the listing agreement is signed and marketing materials are approved.

Theo, I will not be available for the Town Council meeting on Monday, January 10<sup>th</sup>. However, my associate, Joe Porta, who will co-list the property with me is available and will attend the meeting. Joe will be happy to answer any questions you or Council Members may have at that time. Meanwhile, please feel free to call me or to have your associates call me if you have any questions I can assist you with.

I look forward to hearing back from you.

Very truly yours,

A handwritten signature in black ink that reads "Craig S. Young". The signature is written in a cursive, flowing style.

Craig S. Young, CCIM, Partner

CSY/mbs

Enclosure

Cc: Nathan Poore  
Joseph Porta