

104-108 Reade Street Condominium

108 Reade Street
New York, New York 10013

May 03, 2002

NYC DEP Asbestos Control Program
59-17 Junction Boulevard, 8th Floor
Corona, NY 11373-5108

Dear Sir/Madam:

I have received your notice, dated May 01, 2002, requesting information regarding cleanup of our building after the events of September 11, 2001. However, I did not receive any information from NYC DEP and NYC DOH prior to the notice dated May 01, 2002. I am glad to provide any information requested.

I am the President of the Board of Managers of 104-108 Reade Street Condominium. We are a small building with nine residential units. We are self-managed through the efforts of our Board of Managers.

After the collapse of the World Trade Towers and WTC 7, there was debris on the facade of our building as well as in the building's common areas--elevator, lobbies, halls, and stairwells. Our Condominium Board of Managers engaged three different professional cleaning companies in hopes of removing the debris as safely as possible.

- 1) American Fire Restoration Company cleaned the interior common spaces of the building at the end of September, 2001.
- 2) Servpro of Lower Manhattan & Midtown Manhattan pressure washed the facade of the building on January 5, 2002, and returned to clean the plumbing vents on the roof of the building on January 12, 2002.
- 3) Morgan Elevator Company cleaned the elevator and elevator shaft in January 2002.

Our building does not have a central HVAC system, but the Board of Managers did encourage all residents in the building to have any air conditioning window units appropriately cleaned before using them.

The Board of Managers also posted information that was distributed by the office of City Council Member Kathryn Freed in the first months after the disaster advising people how to best clean up the debris. However, individual unit owners were responsible for actually cleaning within their own apartments.

If you require any further information, please contact me at 212-406-5514.

Sincerely,



Kelly Adams
President
104-108 Reade Street Condominium

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