

**UNITED STATES BANKRUPTCY COURT  
WESTERN DISTRICT OF NEW YORK**

IN RE:

FAIRPORT BAPTIST HOMES, *ET AL.*,

CHAPTER 11

CASE NO. 22- 20220-PRW

(JOINTLY ADMINISTERED)

DEBTOR.

**Ref Docket Nos. 5, 20, & 29-35**

**CERTIFICATE OF SERVICE**

STATE OF NEW YORK     )  
  ) ss.:  
COUNTY OF NEW YORK    )

PANAGIOTA MANATAKIS, being duly sworn, deposes and says:

1. I am employed as a Senior Case Manager by Epiq Corporate Restructuring, LLC, located at 777 Third Avenue, New York, New York 10017. I am over the age of eighteen years and am not a party to the above-captioned action.
2. On May 11, 2022, I caused to be served the:
  - a. “Declaration of Thomas H. Poelma in Support of Chapter 11 Petitions and First Day Motions,” dated May 6, 2022 [Docket No. 5], (the “Poelma Declaration”),
  - b. “Order (I) Authorizing Joint Administration of the Debtors’ Chapter 11 Cases Pursuant to Fed. R. Bankr. P. 1015 and (II) Authorizing a Consolidated Mailing Matrix,” dated May 10, 2022 [Docket No. 20], (the “Joint Administration Order”),
  - c. “First Day Emergency Motion of the Debtors for Entry of an Order Authorizing the Implementation of Procedures to Maintain and Protect Confidential Resident and Patient Information,” dated May 11, 2022 [Docket No. 29], (the “Patient Information Motion”),
  - d. “Debtors’ Motion for Interim and Final Orders (I) Authorizing Debtors’ Payment of Certain Pre-Petition Employee Obligations and Continuation of Pre-Petition Employee Benefits and Taxes and Fees and (II) Authorizing Financial Institutions to Honor and Process Related Checks and Transfers,” dated May 11, 2022 [Docket No. 30], (the “Wages Motion”),

- e. “Debtors’ Motion for Interim and Final Orders (I) Prohibiting Utility Providers From Altering, Refusing, or Discontinuing Utility Services, (II) Approving the Debtors’ Proposed Form of Adequate Assurance and (III) Establishing Procedures for Resolving Objections by Utility Providers,” dated May 11, 2022 [Docket No. 31], (the “Utility Motion”),
- f. “Debtors’ Application to Employ and Retain Lippes Mathias LLP as Legal Counsel *Nunc Pro Tunc* to the Petition Date,” dated May 11, 2022 [Docket No. 32], (the “Lippes Retention Application”),
- g. “Debtors’ Motion for Entry of Interim and Final Orders Authorizing, but Not Directing, the Debtors to Continue Using their Existing Bank Accounts and Business Forms and Cash Management System,” dated May 11, 2022 [Docket No. 33], (the “Cash Management Motion”),
- h. “Debtors’ Motion for Interim and Final Orders Authorizing, but Not Directing, (I) the Debtors to Continue Pre-Petition Insurance Coverage and Pay Pre-Petition Obligations Relating Thereto and (II) All Financial Institutions to Honor All Related Payment Requests,” dated May 11, 2022 [Docket No. 34], (the “Insurance Motion”), and
- i. “Amended First Day Emergency Motion of the Debtors for Entry of an Order Authorizing the Implementation of Procedures to Maintain and Protect Confidential Resident and Patient Information,” dated May 11, 2022 [Docket No. 35], (the “Amended Patient Info Motion”),

by causing true and correct copies of the:

- i. Poelma Declaration, Joint Administration Order, Patient Information Motion, Wages Motion, Utility Motion, Lippes Retention Application, Cash Management Motion, Insurance Motion, and Amended Patient Info Motion to be enclosed securely in separate postage pre-paid envelopes and delivered via first class mail to those parties listed on the annexed Exhibit A,
- ii. Wages Motion to be enclosed securely in separate postage pre-paid envelopes and delivered via first class mail to those parties listed on the annexed Exhibit B,
- iii. Insurance Motion to be enclosed securely in separate postage pre-paid envelopes and delivered via first class mail to those parties listed on the annexed Exhibit C,
- iv. Insurance Motion and Utility Motion to be enclosed securely in separate postage pre-paid envelopes and delivered via first class mail to those parties listed on the annexed Exhibit D,
- v. Utility Motion to be enclosed securely in separate postage pre-paid envelopes and delivered via first class mail to those parties listed on the annexed Exhibit E,

- vi. Patient Information Motion and Amended Patient Info Motion to be enclosed securely in separate postage pre-paid envelopes and delivered via first class mail to those parties listed on the annexed Exhibit F,
  - vii. Poelma Declaration, Joint Administration Order, Patient Information Motion, Wages Motion, Utility Motion, Lippes Retention Application, Cash Management Motion, Insurance Motion, and Amended Patient Info Motion to be delivered via electronic mail to those parties listed on the annexed Exhibit G,
  - viii. Wages Motion to be delivered via electronic mail to those parties listed on the annexed Exhibit H,
  - ix. Insurance Motion to be delivered via electronic mail to those parties listed on the annexed Exhibit I,
  - x. Insurance Motion and Utility Motion to be delivered via electronic mail to those parties listed on the annexed Exhibit J,
  - xi. Utility Motion to be delivered via electronic mail to those parties listed on the annexed Exhibit K, and
  - xii. Patient Information Motion and Amended Patient Info Motion to be delivered via electronic mail to those parties listed on the annexed Exhibit L.
3. All envelopes utilized in the service of the foregoing contained the following legend:  
“LEGAL DOCUMENTS ENCLOSED. PLEASE DIRECT TO THE ATTENTION OF ADDRESSEE, PRESIDENT, OR LEGAL DEPARTMENT.”

/s/ Panagiota Manatakis  
Panagiota Manatakis

Sworn to before me this  
12<sup>th</sup> day of May, 2022  
/s/ Diane M. Streany  
Notary Public, State of New York  
No. 01ST5003825  
Qualified in Westchester County  
Commission Expires November 2, 2022

## **EXHIBIT A**

## SERVICE LIST

Claim Name	Address Information
AGEIS LABS	515 GREAT CIRCLE ROAD NASHVILLE TN 37228
BORTLEMANEEN DOROTHY	815 FURMAN ROAD FAIRPORT NY 14450
DUANE MORRIS LLP	(COUNSEL TO BERKADIA COMMERCIAL MORTGAGE LLC) ATTN JOHN ROBERT WEISS 190 SOUTH LASALLE STREET, SUITE 3700 CHICAGO IL 60603-3433
FISHER PAUL R	2629 MACEDON CENTER ROAD PALMYRA NY 14522-9125
GRASSL JANE R	8 GARDEN CIRCLE FAIRPORT NY 14450
GROPP GAIL A	30 ELM STREET FAIRPORT NY 14450
HAMLING VICTORIA	63 CLIFTON STREET MANCHESTER NY 14504
ICIRCLE CARE	860 HARD ROAD WEBSTER NY 14580
KISSEL ROSALIE	3 PACKETTS GLEN FAIRPORT NY 14450
LANSING S	21950 396TH AVE ALPENA SD 57312
MARKAJANI JANET L	7227 FURNACE ROAD ONTARIO NY 14519
NY DEPARTMENT OF HEALTH	4209 28TH STREET LONG ISLAND CITY NY 11101
NYS WORKERS COMPENSATION BOARD	328 STATE STREET SCHENECTADY NY 12305-2318
OFFICE OF THE UNITED STATES TRUSTEE	WILLIAM K HARRINGTON, US TRUSTEE ATTN: SHANNON ANNE SCOTT 201 VARICK STREET, SUITE 1006 NEW YORK NY 10014
OFFICE OF THE UNITED STATES TRUSTEE	KATHLEEN DUNIVIN SCHMITT, ASST US TTEE 100 STATE STREET, ROOM 6090 ROCHESTER NY 14614
PIERCE LINDA R	18 MANOR HILL DRIVE FAIRPORT NY 14450
POELMA THOMAS	4646 FAIRPORT NINE MILE POINT RD FAIRPORT NY 14450
RONCO	595 SHERIDAN DRIVE TONAWANDA NY 14150
SINOPOLI KARIN	2610 HOPE WAY LANEAPT 106 CHARLOTTE NC 28262
SMITH GAILE	6312 COUNTY ROAD 36 HONEOYE NY 14471
SYNCHRONY BANK	C/O PRA RECEIVABLES MANAGEMENT, LLC PO BOX 41021 NORFOLK VA 23541
UNIDINE	1000 WASHINGTON STREET 510 BOSTON MA 02118
UR MED GERIATRICS	1870 S WINTON ROAD ROCHESTER NY 14618
WEBSTER WENDY	54 LONE OAK CIRCLE PENFIELD NY 14526

<b>Total Creditor count 24</b>
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## **EXHIBIT B**

## SERVICE LIST

Claim Name	Address Information
COMPLETE PAYROLL PROCESSING	505 ELLICOTT STREET SUITE A18 BUFFALO NY 14203
COMPLETE PAYROLL PROCESSING	7488 NY39 PERRY NY 14530
COMPLETE PAYROLL PROCESSING	SPOTHENRIETTA 21 GOODWAY DRIVE ROCHESTER NY 14623
COMPLETE PAYROLL PROCESSING	130 SOUTH UNION STREET SUITE 205 PO BOX 650 OLEAN NY 14760
EXCELLUS HEALTH PLAN HMO	P.O. BOX 5267 BINGHAMTON NY 13902-5267
EYEMED	4000 LUXOTTICA PLACE MASON OH 45040-8114
FORESTJONES / EYEMED	PO BOX 418131 KANSAS CITY MO 64141-8131
LINCOLN LIFE AND ANNUITY CO OF NY	120 MADISON STREET SUITE 1310 SYRACUSE NY 13202
STANDARD SECURITY LIFE INS CO OF NY	485 MADISON AVE #14 NEW YORK NY 10022
THE FARMINGTON CO AON	30 WATERSIDE DR # 527 FARMINGTON CT 06032
THE HARTFORD	690 ASYLUM AVENUE HARTFORD CT 06155
UNITED WAY OF GREATER ROCHESTER	75 COLLEGE AVE ROCHESTER NY 14607

<b>Total Creditor count 12</b>
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## **EXHIBIT C**



## SERVICE LIST

Claim Name	Address Information
AIX SPECIALTY INSURANCE COMPANY	5 WATERSIDE CROSSING SUITE 201 WINDSOR CT 06095
BEAZLEY INSURANCE COMPANY INC	ATTN CYBER AND TECH CLAIMS GROUP 45 ROCKEFELLER PLAZA 16TH FLOOR NEW YORK NY 10111
BEAZLEY USA SERVICES INC	30 BATTERSON PARK ROAD FARMINGTON CT 06032
CHUBB	A DIVISION OF FEDERAL INSURANCE COMPANY ATTN NATIONAL CLAIMS DEPARTMENT 2028 HALLS MILL ROAD WHITEHOUSE STATION NJ 08889
CHUBB	A DIVISION OF FEDERAL INSURANCE COMPANY ATTN EXECUTIVE PROTECTION DEPARTMENT 2028 HALLS MILL ROAD WHITEHOUSE STATION NJ 08889
CHUBB	ATTN VICE PRESIDENT OF CLAIMS EXECUTIVE RISK MANAGEMENT ASSOCIATES PO BOX 2002 SIMSBURY CT 06070
CHUBB	82 HOPMEADOW STREET SIMSBURY CT 06070-7683
HARTFORD FIRE INSURANCE COMPANY	300 SOUTH STATE STREET SYRACUSE NY 13202
TRUMBULL INSURANCE COMPANY	200 COLONIAL CENTER PKWY LAKE MARY FL 32746
USI INSURANCE SERVICES	777 CANAL VIEW BLVD 100 ROCHESTER NY 14623

<b>Total Creditor count 10</b>
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## **EXHIBIT D**

## SERVICE LIST

Claim Name	Address Information
BERKADIA	521 5TH AVENUE NEW YORK NY 10175
BERKADIA COMMERCIAL MORTGAGE LLC	ASSIGNEE OF CAPMARK FINANCE INC C/O DUANE MORRIS LLP 190 SOUTH LASALLE STREET, SUITE 3700 CHICAGO IL 60603-3433
DORMITORY AUTHORITY OF THE STATE OF NY	515 BROADWAY ALBANY NY 12207-2964
SECRETARY OF HOUSING & URBAN DEVELOPMENT	ATTN MARCIA L. FUDGE 451 7TH ST., SW WASHINGTON DC 20410
US DEPT OF HOUSING AND URBAN DEVELOPMENT	451 7TH ST., SW WASHINGTON DC 20410

<b>Total Creditor count 5</b>
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## **EXHIBIT E**

## SERVICE LIST

Claim Name	Address Information
FAIRPORT MUNICIPAL	31 S MAIN STREET FAIRPORT NY 14450
MONROE COUNTY WATER AUTHORITY	475 NORRIS DR ROCHESTER NY 14610
ROCHESTER GAS & ELECTRIC	89 EAST AVE ROCHESTER NY 14649
UGI ENERGY SERVICES	PORT OF ROCHESTER 1000 N RIVER ST SUITE 201 ROCHESTER NY 14612

<b>Total Creditor count 4</b>
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## **EXHIBIT F**

## SERVICE LIST

Claim Name	Address Information
NEW YORK STATE DEPARTMENT OF HEALTH	CORNING TOWER EMPIRE STATE PLAZA ALBANY NY 12237
OFFICE OF THE ATTORNEY GENERAL	THE CAPITOL ALBANY NY 12224-0341
THE INTERNAL REVENUE SERVICE	DEPARTMENT OF THE TREASURY INTERNAL REVENUE SERVICE KANSAS CITY MO 64999-0014
THE UNITED STATES ATTORNEY'S OFFICE	FOR THE WESTERN DISTRICT OF NEW YORK 138 DELAWARE AVENUE BUFFALO NY 14202
THE US DEPARTMENT OF HEALTH	AND HUMAN SERVICES' CENTERS FOR MEDICARE AND MEDICAID SERVICES 7500 SECURITY BOULEVARD BALTIMORE MD 21244

<b>Total Creditor count 5</b>
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## **EXHIBIT G**



## Electronic Mail Master Service List

NAME	EMAIL
AGEIS LABS	AR@AEGISLABS.COM
DUANE MORRIS LLP	JRWEISS@DUANEMORRIS.COM
ICIRCLE CARE	INFO@ICIRCLECNY.ORG
NY DEPARTMENT OF HEALTH	DOHWEB@HEALTH.STATE.NY.US
NYS WORKERS COMPENSATION BOARD	WCBCUSTOMERSUPPORT@WCB.NY.GOV; WCBCLAIMSFILING@WCB.NY.GOV
OFFICE OF THE US TRUSTEE	SHANNON.SCOTT2@USDOJ.GOV
RONCO	INFO@RONCO.NET
SYNCHRONY BANK	CLAIMS_RMSC@PRAGROUP.COM
UNIDINE	INFO@UNIDINE.COM

## **EXHIBIT H**

## Electronic Mail Service - Benefit Providers

CREDITOR NAME	EMAIL ADDRESS
COMPLETE PAYROLL PROCESSING	SALES@COMPLETEPAYROLL.COM
EXCELLUS HEALTH PLAN HMO	LAURA.LEPAGE@EXCELLUS.COM
EYEMED	EYEMEDINSIGHTS@EYEMED.COM
FORESTJONES / EYEMED	INFO@FTJ.COM
LINCOLN LIFE AND ANNUITY CO OF NY	CLIENTSERVICES@LFG.COM
STANDARD SECURITY LIFE INS CO OF NY	CLAIMS@SSLICNY.COM
THE FARMINGTON CO AON	FCO_INFO@AON.COM
THE HARTFORD	GBD.CUSTOMERSERVICE@HARTFORDLIFE.COM; GB.PREMIUM@THEHARTFORD.COM
UNITED WAY OF GREATER ROCHESTER	CONTACTUS@UNITEDWAYROCFLX.ORG

## **EXHIBIT I**

FAIRPORT BAPTIST HOMES, ET AL. CASE NO. 22-20220-PRW  
Electronic Mail Service - Insurance Carriers

CREDITOR NAME	EMAIL ADDRESS
AIX SPECIALTY INSURANCE COMPANY	AIXCLAIMS@AIXGROUP.COM; CLPROCESSMI@HANOVER.COM
BEAZLEY INSURANCE COMPANY INC	CYBER&TECHCLAIMS@BEAZLEY.COM
BEAZLEY USA SERVICES INC	USAINFO@BEAZLEY.COM
CHUBB	SBEVACQUA@CHUBB.COM; CBER-INFO@CHUBB.COM
CHUBB	LSTOCKING@CHUBB.COM; MLOPA@CHUBB.COM
HARTFORD FIRE INSURANCE COMPANY	VANESSA.MORGAN@THEHARTFORD.COM
TRUMBULL INSURANCE COMPANY	CHRIS.TURNER@THEHARTFORD.COM
USI INSURANCE SERVICES	JOSEPH.TALBOT@USI.COM

## **EXHIBIT J**

FAIRPORT BAPTIST HOMES, ET AL. CASE NO. 22-20220-PRW  
Electronic Mail Service - Secured Creditors

CREDITOR NAME	EMAIL ADDRESS
BERKADIA	ALEC.FOX@BERKADIA.COM; MICHAEL.WEINBERG@BERKADIA.COM
BERKADIA COMMERCIAL MORTGAGE LLC	JRWEISS@DUANEMORRIS.COM
DORMITORY AUTHORITY OF THE STATE OF NY	RISKMGMT@DASNY.ORG; PLEE@DASNY.ORG; MBERGIN@DASNY.ORG
SECRETARY OF HOUSING & URBAN DEVELOPMENT	HELPDESK@HUDUSER.GOV; JOSEPH.J.DEFELICE@HUD.GOV
US DEPT OF HOUSING AND URBAN DEVELOPMENT	HELPDESK@HUDUSER.GOV; JOSEPH.J.DEFELICE@HUD.GOV

## **EXHIBIT K**



## Electronic Mail Service - Utility Providers

CREDITOR NAME	EMAIL ADDRESS
FAIRPORT MUNICIPAL	FMCINFO@FAIRPORTNY.COM
MONROE COUNTY WATER AUTHORITY	INFORMATION@MCWA.COM
ROCHESTER GAS & ELECTRIC	JOE_RIZZO@RGE.COM
UGI ENERGY SERVICES	CUSTOMERSERVICE@UGI.COM

## **EXHIBIT L**

CREDITOR NAME	EMAIL ADDRESS
NEW YORK STATE DEPARTMENT OF HEALTH	DOHWEB@HEALTH.STATE.NY.US
THE US DEPARTMENT OF HEALTH	OCRMAIL@HHS.GOV