



Woodstove Maintenance

- ✓ Check your wood stove to ensure it's in good, safe condition.
- ✓ Inspect that the flue's damper opens and closes properly.
- ✓ Check gaskets and gasket rope on woodstove door, ensure it's a tight fit.
- ✓ Make sure you have a fire extinguisher close by.
- ✓ Start fires with clean newspaper and dry kindling if possible.
- ✓ Burn hot fires during cold weather. Use smaller fires in milder weather.
- ✓ Regularly remove ashes (that are not hot) from the wood stove into a metal container with a cover, and store outdoors.
- ✓ Store your wood outdoors and stack off the ground with the top covered.
- ✓ Season your firewood outdoors through the summer for at least 6 months before burning it.



Oil Fired Boiler Maintenance

- ✓ If your boiler isn't on, it won't do a very good job of keeping your home warm. Make sure the boiler is turned on before you expect heat.
- ✓ Have your boiler serviced annually (once a year).
- ✓ If something goes wrong with your boiler, the best thing you can do is to call for professional help, and make sure the issue gets fixed as soon as possible.
- ✓ Do not keep pushing the **red reset button** on your boiler to start. Contact a boiler technician.
- ✓ When the pressure gage on your boiler system drops, your boiler may quit working. Leaks are a common cause of a loss in pressure. Don't mess with the pressure on your own, this can be dangerous (safety issue). If you suspect that pressure is a problem, contact a professional for help.
- ✓ When your heat radiators (at the base of walls) seem to have cold spots that are not heating your rooms, there is a chance that there is air stuck in the piping system. To get rid of the air in the system, you may need to bleed the radiators. To do so safely, call in a professional.
- ✓ One of the most important preventive maintenance items is the cleaning of your boiler. Oil-fired boilers must be cleaned while the system is off. During the cleaning, the nossal, filters, burners and flue should all be cleaned before the start of the winter season. This helps ensure that the fuel is being burned properly and that all the byproducts of combustion are being vented to the outside air and not into the building. Note: This is a preventive maintenance matter that must be taken care of annually.



Heat Pump Maintenance

- ✓ Check air filters monthly. Clean and replace as needed.
- ✓ Keep outdoor unit clear of snow, ice, and debris. This includes the top, sides, bottom, and around the heat pump.
- ✓ Keep the outdoor coils clean. If they get dirty you can use a heavy-duty degreaser and hose them down. Turn the unit off first.
- ✓ Flush the indoor condensate pan and drain in Spring before using the air conditioning.
- ✓ Finally, it's a good idea to have your heat pump inspected by a trained service technician once a year.

