

HOME MAINTENANCE CALANDAR

January and February

- Clean or replace your furnace filter
- Check your heat recovery ventilator (HRV) and wash or replace the filter
- Make sure that all intakes, exhausts and meters are clear of snow
- Clean your humidifier
- Clean your oven range hood filter
- Check the drainage trap in your basement floor and fill it with water if needed

March and April

- Clean or replace your furnace filter
- Check your HRV and wash or replace filter
- Clean your humidifier and turn it off
- Check the sump pump
- Check the gutters and downspouts and clean them if needed
- Inspect your air conditioner and service it if needed
- Inspect your basement or crawl space for signs of water damage
- Open the vents to outdoor crawlspaces
- Make sure the ground in your yard slopes away from the foundation wall

May and June

- Open the hose connection outside
- Clean the windows, screens and hardware and install screens
- Check that all air intakes and exhausts are clear of debris
- Clean your oven range hood filter
- Turn off your HRV if you keep your windows open in the summer (leave it running if you usually keep your windows closed)
- Start spring landscaping in your yard

July and August

- Use a dehumidifier if your basement is damp
- Clean the filter in the air handling unit if you have central air conditioning
- Check all exterior finishes and wood for deuteriation
- Check caulking and weatherstripping around windows and the door to your garage
- Check the drainage trap in your basement floor and fill it with water if needed
- Have your furnace or heating system serviced

September and October

- Check and clean your fireplace and chimney if needed
- Clean your oven range hood filter
- Clear leaves from the eavesdrops
- Check your roof for signs of wear or damage
- Close the outside hoses connection
- Close your windows and skylights
- Clean and reactivate your HRV if it was turned off for the summer
- Prepare your outdoor plants and trees for winter

November and December

- Check your furnace and clean or replace the filter
- Check your HRV and wash or replace the filter
- Check your humidifier and turn it on (if needed)
- Check your exhaust fans
- Make sure your gas valve is clear of ice and snow
- Test your heating system
- Close the vents to crawl spaces

Once a year

- Dust or vacuum your electric baseboards
- Vacuum the ducts behind your warm-air and return-air grilles
- Test the plumbing shut-off valves to make sure they're working
- Test the pressure relief valve on the hot water tank and drain water from the tank
- Check all your smoke alarms, fire escape routes, fire extinguishers, windows and door locks
- Check and oil the door hinges if needed
- Lubricate the garage door motor, chain, etc.
- Check your attic for signs of moisture in the summer or fall

Every two to five years

- Check and repair any cracks in your driveway
- Check and repair the chimney cap and the caulking between the cap and the chimney
- Refinish all the wood surfaces including the window frames and doors
- Check the septic system and clean it if needed (usually about once every three years)