



Home Maintenance Checklist

Spring Home Maintenance (April – June)

Outdoor Tasks:

- Clean gutters and downspouts
- Inspect roof and chimney for cracks and damage
- Touch up peeling or damaged paint
- Wash all windows, inside and out
- Install screens on windows and doors
- Service your lawn mower
- Fertilize your lawn, weed garden beds, trim bushes
- Oil garage door tracks
- Seal any cracks between house and driveway
- Check for rotting wood and re-nail any loose boards

Indoor Tasks:

- Test smoke and carbon monoxide detectors when you set clocks forward
- If your basement has a sump pump, test it by dumping a large bucket of water into the basin of the sump pump. This should activate the sump pump. If it does not switch on or if it's not pumping water, it may need to be serviced by a professional. Also, check for and remove any debris and make sure there are no leaks
- Dust blinds and vacuum curtains throughout your house
- Clean kitchen and bathroom cabinets and throw away outdated food, medicine and cosmetics
- Add copper sulfate to basement floor drain and downspout drains to control tree roots in sewer

Summer Home Maintenance (July – August)

Outdoor Tasks:

- Walk around your home's exterior and slide open crawl space vents at the foundation to look for any damage or cracks
- Prune trees and shrubs
- Check flat roofs for leaks and cracks
- Remove lint from dryer exhaust vent with a long, flexible brush
- Uncover central air conditioner and install window air conditioners
- Scrape, prime and paint exterior areas of the home, garage, and shed that are in need of painting
- Check for mortar and concrete in need of repair

Indoor Tasks:

- Change or clean heating, ventilating and air conditioning filters (Consult manufacturer instructions for your furnace to determine whether you need to change filters more frequently)
 - Clean kitchen appliances inside and out, including refrigerator coils
 - Maintain clean drains by adding a half-cup of baking soda followed by a half-cup of white vinegar. After 10 minutes, flush with boiling water
 - Clean carpet and wax floors
 - Drain or flush water heater
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Fall Home Maintenance (September – October)

Outdoor Tasks:

- Clean gutters and downspouts
- Inspect roof and chimney for cracks and damage
- Rake leaves and shred to use as mulch or dispose of them based on local guidelines
- Shut off exterior faucets from inside, open up exterior spigots to allow water to drain
- Close or install storm windows
- Remove hoses from spigots and drain and store indoors, coiled and flat
- Store outdoor furniture and cushions
- Test snow blower and have it professionally serviced if necessary
- Oil garage door tracks
- Prune trees and shrubs
- Have chimney cleaned and inspected

Indoor Tasks:

- Test smoke and carbon monoxide detectors when you set clocks back in the fall
- Check windows and doors for weather-tightness and install weather stripping where it's needed.
- Have furnace professionally inspected
- If needed, set traps for rodents
- Dust blinds and vacuum curtains throughout your house
- Clean kitchen and bathroom cabinets and throw away outdated food, medicine and cosmetics

Winter Home Maintenance (November – March)

Outdoor Tasks:

- Walk around your home's exterior and check the crawl space vents located at the foundation and close any that are open
- Protect your central air conditioning unit with a cover, and remove and store window air conditioners
- Clean and store garden tools
- Move snow shovels and snow blowers to a convenient spot

Indoor Tasks:

- Change or clean furnace filters. Consult manufacturer instructions for your furnace to determine how frequently the filters should be replaced
- Clean kitchen appliances inside and out, including refrigerator coils
- Maintain clean drains by adding one-half-cup baking soda followed by one-half-cup white vinegar. After 10 minutes, flush with boiling water
- Re-grout any bathroom and kitchen tiles
- Repair interior wall damage
- Keep an eye out for interior drafts and use caulk or spray foam to seal them up



For questions or more information on our Housing Outreach Program,
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