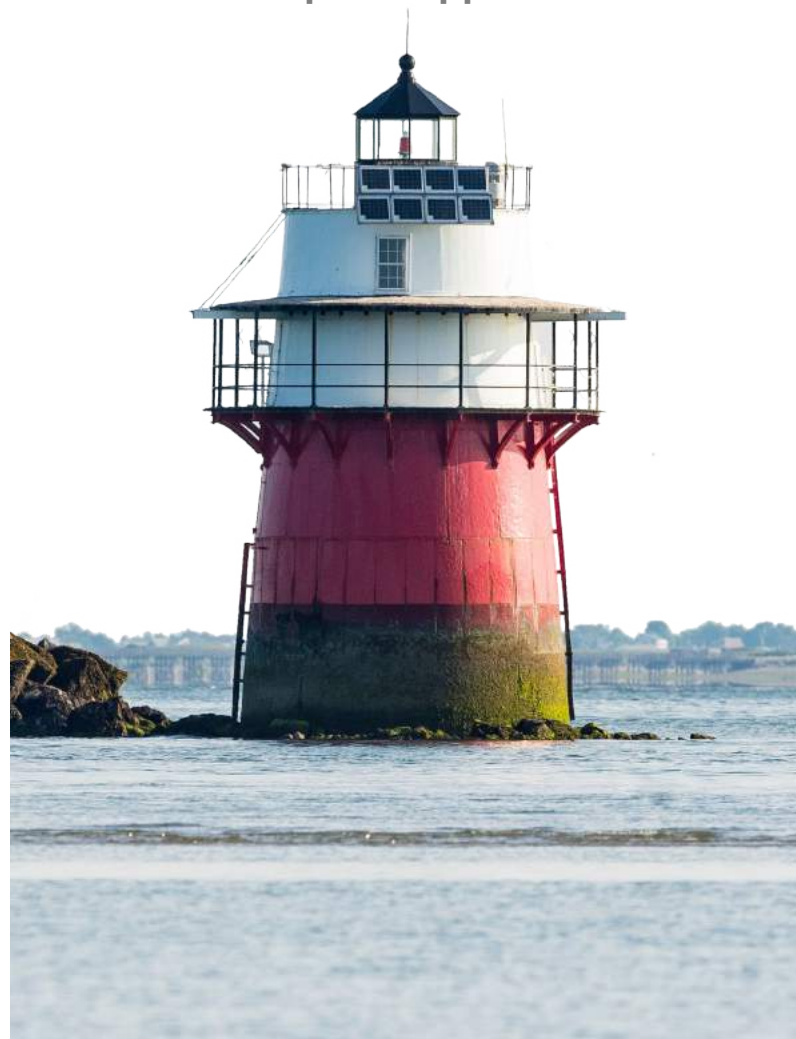


UPDATED JANUARY 2022



HOMEOWNERS MAINTENANCE GUIDE

Prepared by the
Summer Reach
Homeowners Maintenance
and Repair Support Club



The user recognizes that this information has been created by their neighbors on a voluntary basis and is not intended to supersede any and all information in their owner's manual regarding service or maintenance. The list of Professional Services is for advisory purposes only and in no way should be construed as warranty or guarantee. The user assumes all responsibility to determine the fitness of the service provider for their particular task.

INTRODUCTION

The Summer Reach *Homeowners Maintenance Repair Support Club* (SRHMRS) is comprised of volunteer residents. The Club works independently of the Summer Reach Board of Trustees and RGR Property Management, including any of their agents and vendors.

Our mission is to provide information and resources to address common maintenance & repair issues, and to develop paths to assist residents with those needs.

Club projects include: Publication of this *Homeowners Guide*; miscellaneous *Tips & Tricks* communication; and *Neighborhood Sharing* of common tools and appliances.

In addition, Club members are available to assist in getting answers to your maintenance issues. Just contact any one of us. If you would like to join our effort, contact Ed Driscoll for the schedule of our next meeting.

Ed Driscoll, Chair	774.573.1526	driscoet@verizon.net
Steve Anderson	508.927.4933	smanderson@gmail.com
Gary Benink	774.266.4840	garybenink@gmail.com
Ralph Cappola	781.331.4458	rcappola@mainstreetarchitects.net
Bill Daisy	617.462.0524	wdaisy@gmail.com
Jinia Drinkwater	508.524.6237	nonshedbuddy82@gmail.com
Mike Finnegan	508.295.7485	pogo.wk@verizon.net
Ron Jeanneault	781.608.1023	scituateron@comcast.net
Dave Killory	781.775.1015	dkillory@gmail.com
Monte Kramer	978.302.3598	Mkramer56@gmail.com
Ed O'Brien	413.447.4077	eobrienjr@gmail.com
Steve Osborne	774.343.3673	eaosjo@gmail.com
Larry Sinsimer	617.852.2253	lmsinsimer@gmail.com
Charles Terranova	978.380.2240	charles.terranova@gmail.com
Bernie Trueblood	203.255.6000	btrue@aol.com
Stan Walker	781.354.8035	SRBAWalker@gmail.com
John Wilson	508.747.1720	jswply@gmail.com

This *Guide* contains information and resources that members have compiled. It is updated on a quarterly basis, and made available as a pdf download on the SR Web Site, which can be accessed at <https://summerreachplymouth.com>. The vendor listing is continuously updated with skilled tradesmen that have been engaged by SR residents.



MAINTENANCE TIPS INDEX

AIR CONDITIONER	Pg 03
ALARMS	Pg 04
DEHUMIDIFIER	Pg 05
FIREPLACE	Pg 06
FLOOR CARE	Pg 07
FURNACE	Pg 08
GARAGE DOOR	Pg 09
PLANNING FOR POWER OUTAGES	Pg 10
RADON	Pg 11
THERMOSTATS.....	Pg 12
WATER HEATER	Pg 13
WINDOWS & DOORS.....	Pg 14
MISCELLANEOUS TIPS	Pg 15
CHECKLIST.....	Pg 19

NEED HELP?

VENDOR LIST	Pg 20
-------------------	-------



AIR CONDITIONER

GOODMAN MODEL # GSX13

You Should Register your Air Conditioner. There are two parts to the system, the outside compressor and the cooling coil in the basement adjacent to the furnace. You will need to register both. If you file online at www.goodmanmfg.com you can get Registration Certificates and Warranty information. You will need Model and Serial numbers for each unit (see photos). You will also need the name of the installer (which is RWK), and their phone number, (which is 781-234-5120).

Service your Air Conditioner. The manufacturer suggests that service your AC system once a year – preferably in the spring before cooling is needed. There are several vendors on the “Summer Reach Vendors List” who can service your AC unit.

Protect the compressor over the winter. If you wish, you can cover the top of the compressor unit, once your AC is no longer needed for the season. Covering the top will protect the compressor from falling ice damage. You can simply use a weighted down piece of plywood on the top of the compressor, or there are a variety of covers available from local hardware or home centers.

Covering the entire compressor is not advised since it can create a winter home for rodents and other animals.



Outside compressor



Model number and Serial number location for the outside compressor



Example of a winter cover for your compressor. 32”x32” is an appropriate size.



Model number and Serial number location for the cooling coil that is adjacent to the furnace



ALARM SYSTEM: Smoke/Heat/CO2

WHAT YOU NEED TO KNOW

You have multiple detectors in your home.

- They are hardwired and ganged together - if one detector alarm goes off, all will go off for heat, smoke or CO issues.
- They also have a voice feature, which identifies each detector.
- Every detector has backup batteries and each unit will chirp individually if battery needs to be replaced.

You should have an owner's manual for each detector model - if not, you can find all the information at www.firstalert.com.

DETECTOR SPECIFICS All units are First Alert brand.

- A) Smoke Detector #7010b or 7020b** (Uses one 9volt battery). There are one of these in the Front Hall and in each Bedroom.
- B) Smoke & Carbon Monoxide Detector #SC7010BV** (Uses two AA batteries). There are one of these on each floor: Basement, Kitchen area and 2nd Floor Landing.
- C) Heat Alarm #HD6135FB** (Uses one 9volt battery). There is one of these, installed high up on your Garage ceiling.

WHAT YOU SHOULD DO:

Suggested maintenance according to the manual, page 6:

- 1) **Test** the batteries weekly by pressing the test button
- 2) **Clean** the detector monthly by using the brush attachment of your vacuum – never use water.
- 3) **Replace the backup batteries** (at least annually, although many suggest twice a year, when you change clocks.)

NEED HELP? The Vendor Listing identifies neighbor-recommended "Handymen" who change batteries. Bob Gratzner, for example, does it for \$25 (you supply the batteries) 617.605.6315

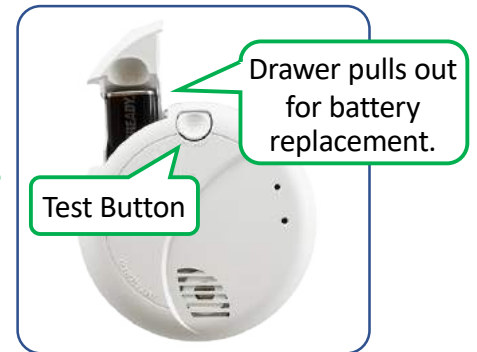
WHAT YOU MIGHT HEAR Familiarize yourself with page 5 of the manual for complete detail of each instance summarized below:

Normal Operation - Voice & Horn: *silent*; Power/Smoke LED: *constant green*; CO2 LED *off*.

Battery Low - Voice: *replace batteries in (location), repeats every 5 hours*; Horn: *chirps once a minute*; Power/Smoke LED: *flashes green*; CO2 LED *off*.

Smoke Detected - Horn: *3 beeps (pause) repeats eight times*; Voice: *warning evacuate smoke in (location)*; Horn: *3 beeps (pause) repeats three times*; Power/Smoke LED: *flashes red in sync with horn*; CO2 LED *off*.

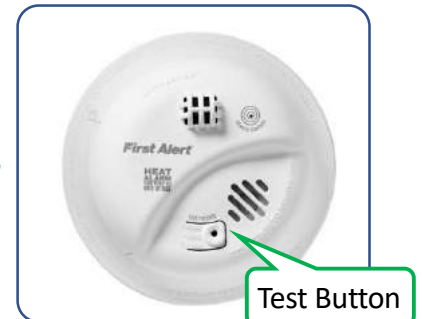
CO2 Detected - Horn: *4 fast beeps (pause) 4 fast beeps*; Voice: *warning evacuate carbon monoxide in (location)*; Horn: *4 beeps (pause) 4 beeps (pause) repeat two times*; Power/Smoke LED: *off*; CO2 LED: *flashes red in sync with horn*.



A) Smoke Detector



B) Smoke & CO2 Detector



C) Heat Alarm

NOTE: These detectors have an 8-10-year life, after which they will stop working and emit warning signals. At that point you can disconnect them from the base plate and find a replacement at your local hardware dealer.



DEHUMIDIFIER

VARIOUS MODELS provided by the builder.

Your model may differ from the one shown here, but these principles apply. Refer to your owner's manual for specifics.

What You Should Do:

- 1) Raise the Machine Off the Floor
- 2) Clean the Drain Hose
- 3) Purify the Pump Water
- 4) Clean the Filter

1) Raise the Machine. Water drains by gravity down the drain hose to the pump. The dehumidifier should be slightly elevated for this to happen effectively. Some residents place their unit on a milk crate.

2) Clean the Drain Hose. The drain hose can get dirty over time. Unscrew it, fill it with detergent and water and shake until clean. Worst case, use bleach. Replace the hose, making sure it inserts back into the pump.

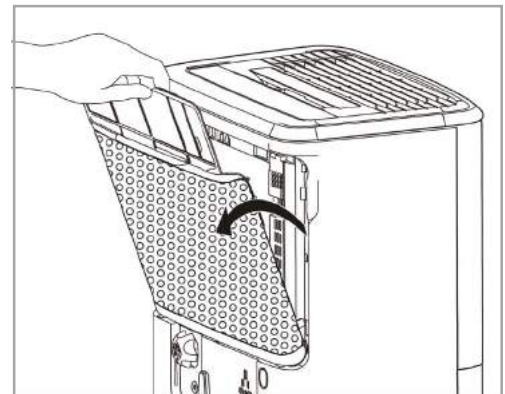
3) Purify the Pump Water. The pump lifts the water through a line to your sewer pipe. Standing water in the pump can get dirty/moldy and gunk up the line.

It is suggested that you purify this water regularly, say every 6 months, by adding $\frac{1}{4}$ cup bleach, cleaning vinegar or Nu-Calgon Pan Treat tablets into the water through the hole where the drain hose enters the pump. Your service provider can do this for you.

4) Clean the Filter. If it gets too clogged it might shut down the machine. Manufacturers recommend at least once a month cleaning. To remove the filter, open the back grille and lift it out.

- Wash the filter with clean water, allow to dry. Do not dry with electric hair dryer.
- Once filter is dry, replace on rear of unit and snap back into place.

NOTE: HUMIDIFIERS WEAR OUT – so plan on having to replace yours at some point. Look for one with enough capacity to service your basement, which can be 1200-1500 sq. ft. You'll want one that is minimum "50 pints per day". Also useful is a digital readout, allowing you to control the exact % of humidity.



FIREPLACE

HEATILATOR MODEL # NDV4236I-B

You should have an Owner's Manual. If not, you can download one at:

https://downloads.hearthnhome.com/installManuals/2382_981.pdf

Suggested Maintenance. The manual provides instructions and suggests that every season you should:

- Clean the glass
- Clean the decorative front
- Check the venting

It also suggests that you should have a qualified service technician inspect the unit annually. However, the SR installer has indicated that every season is probably unnecessary, that every two years is plenty. Even 3-4 years if you don't use the fireplace frequently.

Where to get Service. Contact the Installer:

Hearthside Specialty Fireplace

Builder Division

508-234-2800

1 Main Street, Whitinsville MA 01588

Contact Melissa: melissa@hearthcorp.com

Nicole: buildersupport@heartcorp.com

Do it Yourself? The following website has instructional videos about how to maintain your fireplace and troubleshoot problems:

<https://www.heatilator.com/owner-support/use-and-care-videos>

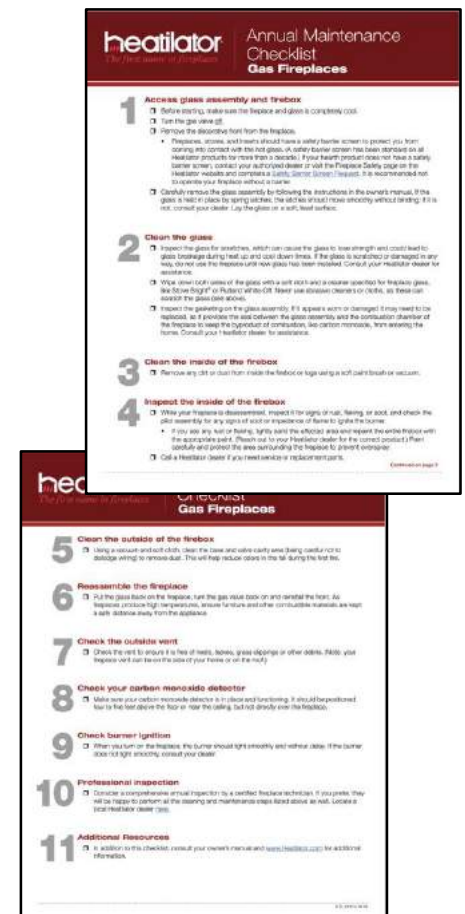
You can download the "Annual Maintenance Checklist" at:

https://downloads.hearthnhome.com/communications/HTL-0131U-0518_FireplaceMaintenanceChecklist.pdf

Did You Know? In the event of a **power failure**, you can still start your fireplace. Just insert 2 "D Cell" batteries in the holder shown below, and the fireplace will light. Note: Do NOT insert batteries EXCEPT in the event of a power failure.



Heatilator Owner's Manual



Annual Maintenance Checklist



ARMSTRONG HARDWOOD FLOORING

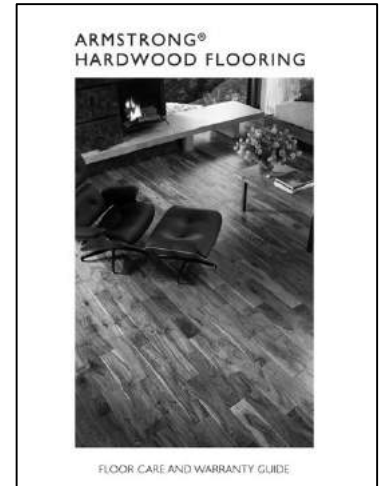
You can download an Owner's Manual at:

<https://www.armstrongflooring.com/pdbupimages-flr/199756.pdf>

The Armstrong Customer Service contact is: 800=233-3823

Armstrong offers these Key Points for Ongoing Routine Care :

1. NEVER CLEAN OR WET MOP WITH WATER. Water may permanently damage the floor.
2. Area rugs are recommended in front of kitchen sinks, at all pivot points and within high-traffic areas. Do not use rugs with solid rubber or vinyl backings. The rugs must be made of a breathable material to prevent moisture entrapment.
3. Use interior and exterior doormats at all entrances to collect dirt and moisture and prevent it from being tracked onto the floor.
4. Protect your floor from direct sunlight. Use curtains and UV resistant film on large glass doors and windows. Move area rugs occasionally as they block sunlight and may give the appearance of discoloring under the rug.
5. Keep animal nails trimmed to minimize finish scratches.
6. Do not damage your floor with shoes having heel taps or sharp objects protruding from the sole such as rocks, exposed nails and gravel.
7. Avoid walking on wood floors with spike- or stiletto-heeled shoes. Spike or stiletto high-heels must be properly maintained to prevent damage from the steel heel support.
8. Do not roll or slide heavy objects directly upon the floor. When moving appliances or heavy furniture, consider laying a solid protective covering on your floor and gently "walk" the item across it. Carpet or cardboard is not adequate to prevent surface compression scratches.
9. Use protective casters/caster cups or felt pads on the legs of furniture to prevent damage to the flooring. Make certain to keep them clean and well maintained.
10. Certain types of casters on furniture may damage hardwood flooring. Barrel-type caster wheels or wide, flat glides are best for protecting your hardwood floor. If your furniture does not have the right type of caster, we recommend that you change them.
11. Replace hard, narrow furniture rollers with wide rubber rollers.
12. Keep the relative humidity in your home between 35% and 55%.
13. Never use any of the following products (or products similar in nature) on your floor: ammonia-based cleaners, acrylic finishes, wax-based products, detergents, bleach, polishes, oil soap, abrasive cleaning soaps, or acidic materials such as vinegar. Many of these products can pit or etch the finish of your flooring or prevent the proper use of recommended maintenance materials.
14. Vacuum, sweep or dust mop your floor once a week, or more if needed. The vacuum head must be brush or felt, and a wand attachment is preferable. Do not use vacuums with beater bars or hard heads. An Armstrong swivel-head mop with terry cloth cover is also highly recommended to eliminate finer particles of grit and dirt that can act like sandpaper on hardwood floors.
15. Spills and tracked-in dirt should be wiped up immediately. For spot cleaning, apply Armstrong Hardwood & Laminate Floor Cleaner onto a clean cloth and rub onto the spot. Never apply wax treatments to your urethane-coated floor.
16. Regularly clean the floor with Armstrong Hardwood & Laminate Floor Cleaner using the recommended swivel-head mop with cloth cover. Spray the floor cleaner directly onto the floor or on the mop cover. DO NOT allow excess cleaner to remain on the floor's surface. Excess liquid may damage the fiber of the wood.



FURNACE

GOODMAN MODEL # MEC96 GAS FURNACE

User Manual is located in a folder atop your furnace.

Regular Maintenance should be performed by a qualified service technician only. It is suggested that you consider a contract for annual maintenance - several providers are on the Vendor List, page 20.

What YOU Can/Should Do:

- 1) Change the Filter, every 1-3 months
- 2) Neutralize the Condensation Pipe
- 3) Check the Air Intake Pipe

1) Change the Filter 1"x16"x20" filters are available at Home Depot or Lowe's. Open the lid of the filter compartment by simply lifting it. Remove the old filter. Note the suggestion to put a little duct tape tab on the new filter to make it easier to lift next time.



Note that the filter has an arrow printed on the edge. That arrow should be pointed toward the furnace.



2) Neutralize the Condensation Pipe, with 1-2 Tablespoons of bleach to avoid smell from water collection in the elbow.



3) Check the Air Intake Pipe. It is the curved piece on top of your furnace, which may be dirty from original construction. Also, if you are doing anything dusty in your basement, you should turn the furnace off, and cover the opening of that pipe. There is a switch on the furnace - or use your thermostat.



NOTE: You may want to register your furnace, for future warranty protection. You can do that online at www.goodmanmfg.com/product-registration. You'll need the model and serial numbers from the sticker on the unit, and the info about the Installer, who was RWK Heating, 781-234-5120



GARAGE DOOR

LIFTMASTER MODEL # 835W

You should have an Owner's Manual. If not, you can download one and watch instructional videos at: www.liftmaster.com. If you choose, you can register your openers with Liftmaster there.

Replacing the Liftmaster Light Bulb. See the video at: <https://www.youtube.com/watch?v=nytDOGDYNBA>

Connecting the Liftmaster to your Car. See the instruction manual provided with your particular car model, typically called the "Homelink" application.

Lubricating Your Garage Door. See the instructions at: www.wikihow.com/Lubricate-a-Garage-Door

Programming the Keypad. Note that the keypad has its own manual. You can download it at: www.keypadmanual.com. The manual includes instructions on how to reprogram your entry code.

Changing the Keypad Battery. It has a 9v battery which should be changed annually. The keypad manual has instructions. Or you can watch a video at: www.youtube.com/battery.

About the MyQ App. You can program your Wi-Fi-enabled smartphone, laptop or computer to control your garage doors. For example, you can open/close doors remotely. You can even set them to automatically close at a certain time of night if left open. The steps are:

1. Use the control panel (located on the garage wall). Lift the push button flap and press the "learn" button.
2. On your Wi-Fi-enabled device, go to settings > Wi-Fi and select the network with the "MyQ-" prefix.
3. Launch the web browser on your device and enter Setup.MyQDevice.com and follow the on-screen prompts. Make sure to write down the MyQ serial number.
4. Download the MyQ App, set up an account and add the MyQ serial number to your account.



POWER OUTAGE PLANNING

Be Prepared. A good place to start is the Eversource Storm Preparedness Guide: www.eversource.com/content/ema-c/residential/outages/storm-preparedness. Here are some additional suggestions:

Stay Warm. Your fireplace will go out during a power outage, but you can ignite it with 2 D-cell batteries. The blower will not operate, but the fireplace will supply radiant heat. Full instructions on page 12 of the Heatilator Owners Manual: https://downloads.hearthnhome.com/installManuals/2382_981.pdf. Essentially, this involves accessing the battery tray under the firebox and inserting the batteries. You can then use the wall switch to ignite the fireplace. *After power is restored, make sure to remove the batteries.* You may want to test this procedure now, before the next storm.

Stay Fed. You may be able to light your gas range with a long-neck lighter or a fireplace match. ***Be sure to check your owner's manual.*** You can also cook outdoors on your BBQ grill if you have one – keep a spare tank of propane outside all year round. You can keep food cold longer by keeping ice packs in your freezer. You can transfer them to your refrigerator or to a cooler.

Stay Powered. Have flashlights and lanterns in your storm preparedness kit – NOT wax candles. Keep a supply of all the types of batteries you might need in the event of an emergency.

Stay Connected. Your smartphone is your lifeline during a power outage. It is your news feed, your radio, your link to help. Invest in at least one backup power bank, and keep it charged and handy at all times. You can also charge the phone in your car ... but NOT inside your garage. The door opener buttons won't work during an outage – so you have to lift them open. The first step is to disengage the automatic opener by pulling on the red emergency release cord. (see page 9 in the user guide: <http://embed.widencdn.net/pdf/plus/cgi/nh01txnuub/114A5288.pdf?u=gsn58x>).



Remove the decorative front of the fireplace to access the battery tray in the control cavity.



Some cell phone power banks include a flashlight – very handy during a power outage



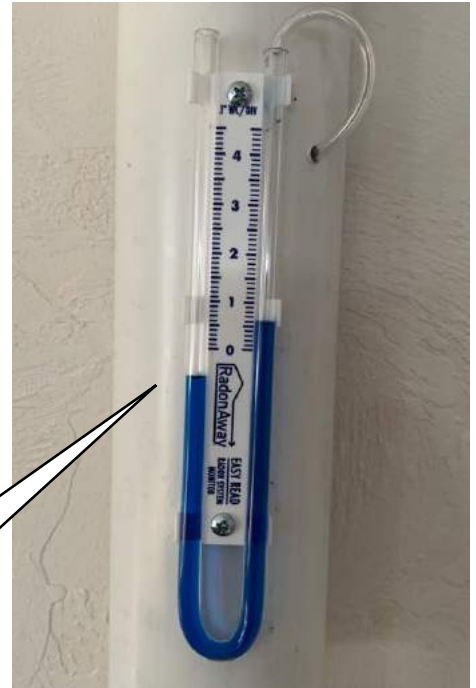
RADON

The Radon Remediation System, if you have one, was installed by Storch Radon Services, 800-362-6290.

Radon Level Testing. Storch provided a testing kit – you should use it to measure the effectiveness of the installation. So far, community members are reporting excellent results.

Checking the Fan Operation. There is a meter on the PVS pipe in your garage, that indicates whether or not the fan is operating. If the liquid is in a “J” shape, the fan is operating. If it is level on both sides of the clear tube either 1) the fan is not working, or 2) the tube is not inserted into the pipe.

This is how you want it to look.



This indicates a problem



THERMOSTATS

EMERSON SENSI SMART THERMOSTAT

Your Sensi thermostats are low power consumption devices. They have 2 AA backup batteries which may to be replaced occasionally. There is an indicator to tell you when. Grab the face plate with both hands and pull straight towards you. It will detach from the sub-base, and you will see the battery compartment.

Thermostats can each be operated either manually or remotely on your smartphone via the Sensi App and a Wi-Fi connection. Detailed information is available on <https://sensi.emerson.com/en-us/support/sensi-manuals>. You can also create schedules - there is a YouTube video on how to do that at: <https://youtu.be/sAtqDTULKRA>.

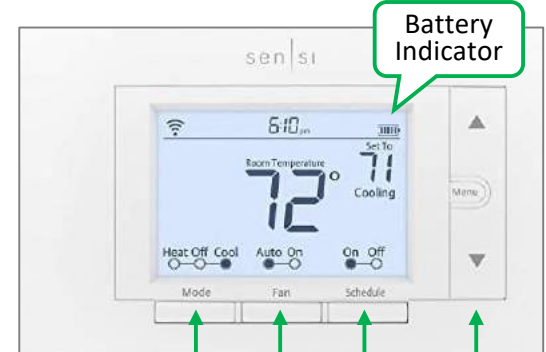
Manual Operation Use the buttons on the thermostat to control your heating/cooling needs:

Mode Button: Heat – Off – Cool: press the button until your desired setting is highlighted.

Fan Button: Auto – On: press the button until your desired setting is highlighted (Auto is most normal).

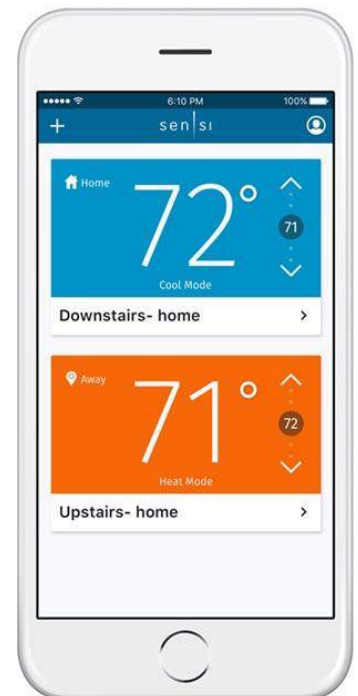
Schedule Button: On– Off: press the button until your desired setting is highlighted (Typically, "off").

Arrows on the right: Up ▲ Down ▼: these control your cooling and heating temperature.



Remote Operation: The Sensi App These Wi-Fi enabled thermostats allow you to control your home comfort from across the couch or even across the country. You can control multiple thermostats from one phone. Here's what to do:

- 1) Download the Sensi App from the App store and install it on your phone, tablet or laptop.
- 2) Have your WIFI address and password available if the APP needs to be connected.
- 3) Have your security code available for each Thermostat. These are in a small blue handout that was left by the HVAC installer in Sensi boxes. Or you can find it on the back of the face plate.
- 4) Position yourself near each thermostat as you are programming them.
- 5) Follow the written instructions in the guide or the link to the manuals.



WATER HEATER

HTP HYDRA SMART MODEL # RT199

The **system** is a natural gas tankless water heater with a heat exchanger system designed to provide endless hot water. It is a complex unit and, as such, it is suggested that you don't adjust it without the help of a qualified service technician. You can locate someone on page 19. If you would like further information on the system, see the manufacturer's video at:

<https://www.youtube.com/watch?v=yKpSUNmldfs&feature=youtu.be>

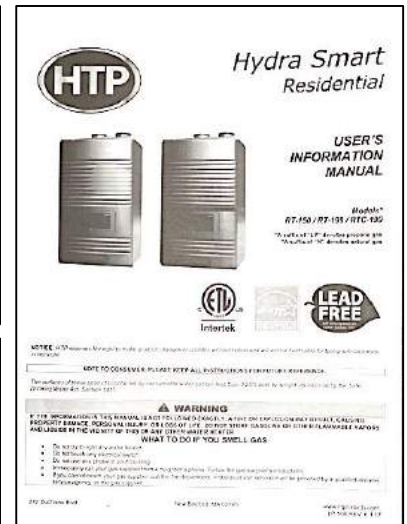
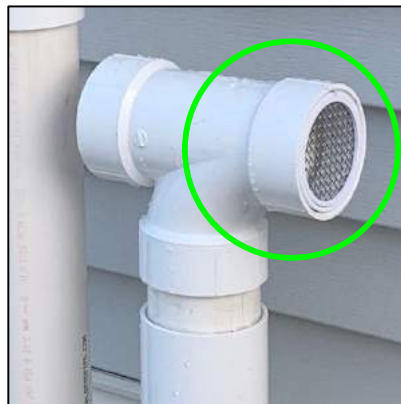
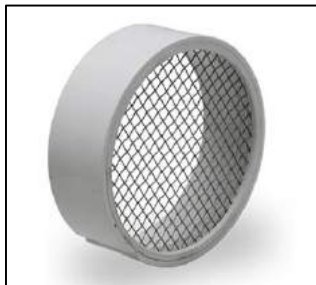
You can find an **Owner's Manual** in the folder on top of your unit. If not, you can download one at: <http://htproducts.com/literature/lp-505.pdf>

Annual Maintenance should be done by a qualified technician who will check the burner, clean the cold water intake filter and flush the appliance.

Surge Protection. It has been suggested that you might consider a surge protector between the unit and the electric outlet, to prevent damage to the unit in event of a power surge. You can get something like this "Belken 1080 Joules Surgecube" or, you can invest in a "whole house" surge protector - see "Tips", page 15.

Venting Protection. The unit vents to the outside of your house. Look for the two PVC pipes. It is recommended that you consider putting screens on the "T" (intake) pipe to prevent clogging. You can get the "Raven R1509 3-inch PVC Termination Vent with Stainless Steel Screen" at Amazon. You will need two.

Warranty and Support. The unit has a 12-year warranty, 5 years for parts. Contact 1-800-323-9651 for or log onto <http://www.htproducts.com/Warranty-Wizard.html>.



WINDOWS & DOORS

HARVEY Slimline Single Hung Windows and Therma-Tru Smooth-Star Doors

Child Lock Protection - Each of your windows is equipped with 2 pop-out latches that prevent it from opening more than a few inches. Especially appropriate on second floor.

Tilting for Washing – The bottom panel of each window can be tilted into the room to wash the outside, with no need to remove the screen. Here's a video link: www.youtube.com/watch?v=iDB5Sq4ECu4. Unfortunately the top panel does not tilt (why it's called "single hung"), so you need to remove screen and reach outside to wash.

Washing the Windows - Harvey recommends a water and mild detergent solution, or a standard household glass cleaning product, NOT gritty abrasive cleaning agents, rust removal products or razor blades.

Removing the Screens – rotate the 2 clips on each side of the screen and use the tab at the bottom to push it outward. Once free, angle it and pull it inside. This can be a tricky maneuver, so you might want to watch the video at www.youtube.com/watch?v=iDB5Sq4ECu4

Cleaning the Screens – there are multiple schools of thought on this topic. You can choose from:

- 1) The Wet Method – most frequent recommended, typically involves a soap and water solution.
- 2) The Dry Method – Uses a soft bristle brush or vacuum brush attachment. Proponents say it avoids streaking.
- 3) The Lint Brush Method – which also works with a Mr. Clean Magic Eraser.

You can explore each of these methods at:

www.countryliving.com/

Warranty Information – Harvey offers a limited warranty, 20 years for windows and lifetime for doors. www.harveybp.com/support-center/warranty is your link to complete warranty information. According to Harvey, all windows and doors have been registered by Thorndike, but you might want to register one of each just to get into their database. To do so, you will need to locate the information label on the side of each window and on the top of each door.



Latch Closed. Open. Engaged.



Unlock the window, raise the lower panel 4-6", slide both latches toward the middle and gently pull the top inward.



Need Help? One of our listed Vendors, Plimoth Glass, is a Harvey dealer.
175 Court Street, 508-746-0119



MISCELLANEOUS TIPS

Turning Off Your Outside Spigot

According to the builder, your outside spigots are “frost free”. However, some people feel that the one on the back of the house should be shut off for the winter. Hunt for the shut-off valve in the basement near the wall where the spigot emerges from the house. It may be buried under the insulation.



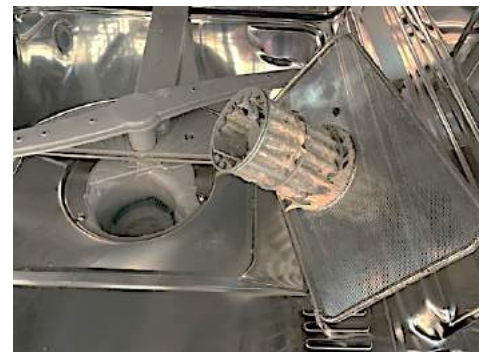
Surge Protecting Your Whole House

As our home technology increases, so does our vulnerability to power surges. They can cause fried circuit boards on washers, dryers, stoves, dishwashers, computers, smart devices, and TVs. One way to prevent this is by investing in a whole-house surge protector. Ask your electrician – they can probably install what you need for a few hundred dollars. No more power strips!



Clean Your Dishwasher Filter

Most modern dishwashers have a filter that collects food particles. See the Bosch example to the right. If yours does, you should clean it every few months. Typically that amounts to unscrewing the cap, lifting the filter out and rinsing it in warm water. Here is a link to a how-to video on the subject: [clean your dishwasher filter](#). For your specific brand, check your owners manual.



Degrease the Screens on Your Kitchen Hood.

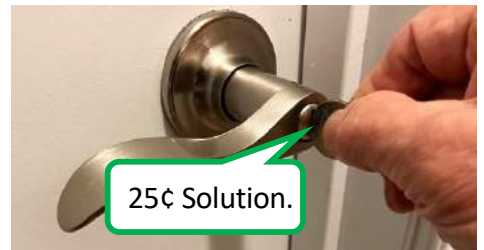
If you have an exhaust hood over your stove, you'll want to clean the filter screens regularly. For the Bosch hood shown to the right, the owner's manual says to remove the metal filters, wash with warm soapy water and a soft cloth and let dry thoroughly before replacing them. If you have a microwave over your stove, it likely has filter screens too. Check your owner's manual about cleaning those.



MISCELLANEOUS TIPS

Avoiding the Accidental Lock-Out

Each of your bedroom and bathroom doors has a twist lock that could accidentally be activated while you are on the outside. Maybe a grandchild playing games? Or someone fainting? Or just a mistake. Not a problem – note that there's a slot on the outside handle that allows you to unlock the latch. You could use any flat tool like a screwdriver or a table knife, but the easiest is to use a quarter – twist it to the left.



Will Your LED Recessed Lights Burn Out?

Chances are you have several of these LED recessed light fixtures, the exact number depending on your original purchase upgrades. Good news: these are supposed to have a 10-year life. Bad news: if they do burn out, you can't just replace the bulb - you have to replace the entire fixture. The original stock #s are posted here, and are currently available at places like Home Depot and Lowe's. We suggest you retain a licensed electrician (see Vendor list, page 19), as some of these are located on high ceilings.



Juno 4RLA 30K 4" Angle Recessed



Halo LED 2700K 4" Recessed

Clean Your Faucet Aerators

The aerator is a filter located at the tip of the sink faucet, designed to create a splash-less flow, and to trap sediment. Cleaning these once a year is a good idea. First, close your drain so that you don't drop something into it. Unscrew the aerator by twisting it clockwise. (Since it is upside down, that will mean twisting to the right. You may need to use a rubber jar opener, or even a tool - wrap the aerator in masking tape to avoid scratching it. Disassemble the outer part, the filter and the gasket. If necessary you can soak the parts in white vinegar, or use a toothbrush to clean the filter. Reassemble the parts and screw the aerator back on the sink faucet.



MISCELLANEOUS TIPS

You Can Get an Energy Audit at No Cost.

The Mass Save program, in partnership with your utilities supplier, has the goal of helping MA residents save money and energy. It is funded from a charge on your energy bills. What they offer is a no-cost home energy assessment. It will show how you're currently using energy and provide you with free LED light bulbs along with energy efficiency recommendations. Several SR residents have participated in this program and recommend it. homeworksenergy.com is a Mass Save partner who is familiar with Summer Reach. You can contact Mark Miller directly at (781) 305-3319.



Did You Know: Your Faucets are Under Warranty

If your Pioneer faucet should ever develop a leak or drip during the 10-year warranty period, they will provide the parts necessary to put the faucet back in good working condition, free of charge to the original owner. You can call Pioneer Faucets at 800-338-9468, or log on to their support web site: <https://pioneerind.com/support>.



Does Your Dryer Vent Need Cleaning?

Are your clothes not drying as well as they used to? That may be a telltale sign that your dryer vent needs cleaning. Experts say you should do this every 18-24 months because dirty dryer vents are a potential fire hazard. Here is what that entails: www.youtube.com/watch?v=G30EMOn1Cq8. For starters, take a look at your outside vent cover and make sure that it is opening when your dryer is working.



How About Your Air Ducts?

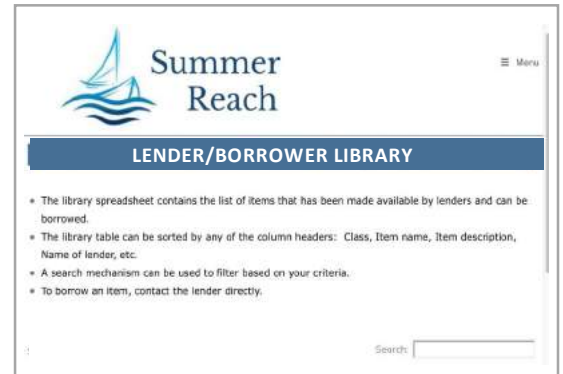
According to the EPA, the five biggest culprits of home air quality are mold, mildew, pollen, pet hair and dust mites - all of which can travel through your duct work. It has been suggested that air ducts get cleaned every 3-5 years. Here's what the EPA has to say: www.epa.gov/indoor-air-quality. You can find a duct cleaning vendor on page 19.



MISCELLANEOUS TIPS

Need a Tool?

The SRHMRS Club has developed a “Neighborhood Sharing Program” - an appliance & tool sharing program managed on a volunteer basis for Summer Reach Residents only. From a staple gun to a lobster pot, you may be able to find just the tool you need. To participate in this program as both a borrower and lender, residents must register in advance. Click on this link summerreachplymouth.com/nsp-registration-2 to access the Lending Agreement and Liability Waiver forms and request registration.



Want to Get Rid of a Large Item? Two options:

A) Republic Services (Summer Reach trash contractor.) If you can break down your item into manageable pieces, the driver will take one piece per week. Or, you can arrange a special pickup (for a charge) by calling them at 809-825-3260.

B) Town of Plymouth - You can take trash and recycling to the Manomet Transfer Station, 350 Beaver Dam Road. Open Sun, Mon, Tues, Fri, and Sat 8:00 am to 4:00 pm. You can get a 1-month permit from the town for \$30, or a full year for \$180. Apply at plymouth-ma.gov/solid-waste/pages/hours-directions Hours & Directions.

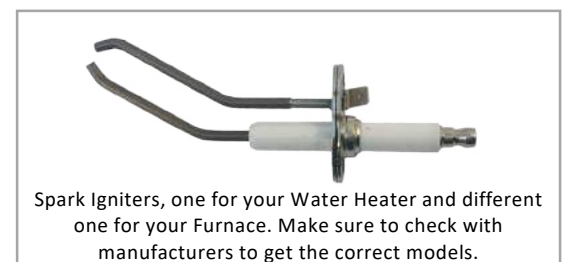


Ideas for Emergency Backup Items

There are certain items that, if they fail, will cause you grief. You might want to have a backup spare part on hand in the event of emergency. Here are some suggestions:



Little Giant VCMA-20 Condensate removal pump, for removal of condensate from dehumidifier, water heater.



Spark Igniters, one for your Water Heater and different one for your Furnace. Make sure to check with manufacturers to get the correct models.

Got a Tip?

Send it to Bernie Trueblood: btrue@aol.com – we'll include it in the next update of this Guide.



MAINTENANCE CHECKLIST



Here's a user-friendly list of things you might want to think about regarding the maintenance of your unit. Refer to it occasionally to remind yourself:

**Date Last
Checked**

- _____ **Air Conditioner: Cover Compressor for Winter** (See page 03)
- _____ **Air Conditioner: Have it Serviced** (See page 03)
- _____ **Battery Supply: Have Enough?**
- _____ **Dishwasher: Clean the Waste Filter** (See page 15)
- _____ **Dehumidifier: Clean Filter, Hose, Bucket** (See page 05)
- _____ **Dryer Vent: Check it for Lint Clog**
- _____ **Fireplace: Clean; Have it Serviced** (See page 06)
- _____ **Furnace: Change the Filter** (See page 08)
- _____ **Furnace: Have it Serviced** (See page 08)
- _____ **Garage Door: Change Keypad Battery** (See page 09)
- _____ **Gutters: Have them Checked for Clogging**
- _____ **Water Heater: Have it Serviced** (See page 13)
- _____ **Outside Spigot: Shut off for the Winter** (See page 15)
- _____ **Power Outage Kit: Check the Contents** (See page 10)
- _____ **Pumps: Purify the Water (Furnace, W. Heater)** (See page 08)
- _____ **Radon: Check the Meter** (See page 11)
- _____ **Refrigerator: Change Filter**
- _____ **Smoke Alarms: Test; Clean; Change Batteries** (See page 04)
- _____ **Stove Vent Hood: Degrease the Screens** (See page 15)
- _____ **Thermostats: Check the Batteries** (See page 12)
- _____ **TV Remote: Check the Batteries**



VENDORS

The following vendors have been referred by members of the community, and have done work in Summer Reach. Contact the homeowner listed for further information

VENDOR TYPE	NAME	PHONE	WEB/EMAIL	REFERENCE	COMMENT
Appliance Repair	All Star Appliance	508-558-5984	www.alstarappliance.net	Ed Driscoll 774-573-1526	Recommended by Kahian's Appliance
Appliance Repair	A & W Appliance	508-525-9429	sbarber1961@comcast.net	Tom Kelso 781-982-1465	Kitchen repairs; efficient, responsive, reasonable
Auto Repair	Mayflower Service Station	508-746-2009	www.mayflowerservicecenter.com	John Wilson 508-747-1720	Used for scheduled maint.
Auto Repair	Levis and Sons	508-746-8925	www.levisandsonsgulf.com	Dave Killory 781-775-1015	Provide service and detailing at 2 locations
AV Network	Best Buy Geek Squad	508-732-3640	www.bestbuygeeksgroup.com	Ed Driscoll 774-573-1526	Used for install and repair
AV Network	Cape Cod Computer	508-258-9864	Support@capecodspecialist.com	Bernie Trueblood 203-255-6000	Network installation/upgrade IT
Computer Repair	Computer Voodoo Dana Everett	781-635-5255	dana@computervoodoo.biz www.computervoodoo.biz	Mike Malone 508-942-6366 Mary Driscoll 774-573-1528	Upgrade OS & HD cleanup & Setup DOT Show
Cabinet Maker	Jack Alabiso	617-732-7652		Ed Driscoll 774-573-1526	Installed bookcases and cabinet trim
Carpentry	Mark Sears	781-585-6174		Dave Killory 781-775-1015	Crown moulding, shelving, etc..Skilled, reasonable and a problem solver
Flooring	Floor Covering Intl of Cape Cod / Matt	774-205-3091		Terri Pentz 508-451-5177	Installed porch/sunroom floor
Porch/Sunrooms	Evans Home Improv. Paul Evans	w 781-982-0033 c 617-590-2807		Ron Jeanneault 781-608-1023 Peter O'Neill 774-269-3404	Many SR porch/sunroom installations
Finished Basement	Innovation Construction Keith Dmytryck	508-291-4907	Keith@innovationconst.com	Frank Gigliotti 508-746-2052	Finished basement
Dryer Vent	Dryer Vent Wizard	866-498-7233	bdalimonte@dryerventwizard.com	Ron Jeanneault 781-608-1023	Individual Price ~ \$200
Dryer Vent	JH Cleaning	781-249-4143	www.jhcleaning.com	Bernie Trueblood 203-255-6000	Cleaned vent pipe from dryer to outside, moved dryer ~ \$179/cleans air ducts\$450
Electrician	Gabriel Fonseca	508-916-8022	Gabefons@gmail.com	Ed Driscoll 774-573-1526 Ed O'Brien 413-441-4017	Installed ceiling lights and fans
Electrician	Robert Reno	508-269-2055	rreno1604@aol.com	Bernie Trueblood 203-255-6000	Installed W H Surge Protector; Sawyer Reach resident , who knows the properties
Electrician	Ben Nardi	508-353-4404		John Wilson 508-747-1720	Responsive and fair pricing
Electrician	PMC Electric Paul Venuti	617-201-5774	pmvelectric@gmail.com	Gary Benink 774-266-4840	Added recessed lighting & outlet/ formally w/Welch know SR
Garage Doors	Overhead Door Alex Davis	508-747-8850	Adavis@overheaddoor.com	Frank Gigliotti 508-746-2052	Used to replace garage door
Garage Doors	Kelleher Garage Door Paul Kelleher	508-695-2920		Ed O'Brien 413-441-4077	Replaced garage door rollers & realigned door
Gas Fireplace	Hearthside Specialty Fireplace	508-234-2800	Melissa@hearthcorp.com	Bernie Trueblood 203-255-6000 Ed Driscoll 774-573-1526	Visit cost ~\$175 - Tech followed annual maintenance checklist
Gas Fireplace	MasS Gas Fireplace Matt MacDonald	774-245-2414	www.Massachusettsgasfireplacerepair.com	Bernie Trueblood 203-255-6000 Ed Driscoll 774-573-1526	For Reference contact Hearthside - visit cost ~\$250 Annual maintenance checklist & ~\$250 for remote
Glass	Plimoth Glass Casey Silverberg	508-746-0119	casey@plimothglass.com	Bernie Trueblood 203-255-6000 Ed Driscoll 774-573-1526	Harvey windows & screens. Has clips and parts for screens, glass & trim for shower.
Glass	New England Glass	508-823-6282	Ask for Ed Altman	Thorndike	Only SR installer of mirrors and glass doors
Grout/Tile Sealing	The Clean Team	781-585-4678	www.thecleanteam.net	Monte Kramer 978-302-3598	Shower & tub tile and grout sealing
Handyman	Neighborhood Handyman Tim Theran	508-468-7172		Bernie Trueblood 203-255-6000	Can fix, install & build just about anything
Handyman	Bob Gratzner	617-605-6315	robertgratzner87@gmail.com	Charles Terranova 978-380-2240	Moves furniture, and installs fan in fireplace, \$25 to replace alarm batteries



VENDORS

(Continued)

VENDOR TYPE	NAME	PHONE	WEB/EMAIL	REFERENCE	COMMENT
HVAC & HW	Beantown AC Contact: Erin	508-830-1230	beantownac.com	SRHMRS Club	Used by many SR residents for annual service
HVAC & HW	Efficient HVAC Bob Pannell	781-424-1435		SRHMRS Club	Will service SR
HVAC & HW	Great Neck Mark DeJesus	508-291-1850		Mike Finnegan 508-561-8849	Installed replacement water heater
HVAC & HW	DeMeo Heating, Cooling, c Refrigeration & Appliances.	774-810-9653 ask for Eric w 781-308-0598		Bob Dash 508-208-9207	Heating maintenance \$125, call back \$90, solved exhaust problem. Also works on appliances
Locksmith	Associated Key & Lock Paul Grossman	508-746-3295	www.associatedkeyandlock.com	Ed Driscoll 774-573-1526	Repaired deadbolt locks minimum \$125 for home repair
Home Energy Audits	Home Energy Works Mark Miller	781-223-1340	www.homeworksenergy.com	Bernie Trueblood 203-255-6000	Conducts no cost home energy
Landscaping	Egan Landscape Group George Egan	508-224-9300	www.eganlandscapegroup.com	Mike Finnegan 508-561-8849	Has done several SR patio upgrades
Landscaping	Nunes Landscaping Cid Nunes	339-237-2995		Fred Healey 401-924-3203	Has worked on several landscapes in SR
Painter	Dunne Painting	857-615-5728	specdunne@gmail.com	Pauline LeBlanc 617-365-7318	Fast, Clean, Reasonable. Also does household maintenance.
Painter	Brite Star Painting Contact: Mo	508-726-4952		Bernie Trueblood 203-255-6000	Thorndike's Painter. Stained/sealed our basement floor
Painter	IP Painting Service Corp Isaias Pereira	781-901-2441		Dave Killory 781-775-1015	Completed 5 interior jobs ..Neat, efficient and reasonable
Painter	Rihanna Jenkins	774-504-0249		Ron Jeanneault 781-608-1023	Interior and porch
Plaster/Drywall	Northeast Renovations	781-724-4380		Gerry McCarthy 617-335-7262	Porch installation
Plaster/Drywall	Joe Canning	781-341-8159		Ron Jeanneault 781-608-1023	Porch installation
Plumber	Dan Asquino	508-387-8880		Bernie Trueblood 203-255-6000	Referred by Kahians
Plumber	Jim McKay	508-224-6584	McKayplumbing@verizon.net	John Camera 954-309-5110	Installed laundry room sink
Plumber	Sealey Plumbing Heating	508-830-9640		Dave Killory 781-775-1015	Installed faucets, repaired tub seal, ..Good customer service
Plumber	South Coast Plumbing	508-746-2255	ask for Mike Flowers	Ron Jeanneault 781-608-1023	Referred by Beantown
Plumber	Wayne Perriere	774-283-2543		Ralph Cappola 781-331-4458	Bathroom & kitchen
Radon	Storch Services	800-362-6290	www.storchradon.com	Thorndike 781-747-8103	Installed mitigation systems
Tile Installer	Scott Degnan Tile	508-400-3520	degnantile@verizon.net	Dave Killory 781-775-1015	Kitchen backsplash, well done, efficient and reasonable compared to other quotes
Wallpaper Hanger	Lee & Linda Oliver	774-222-3901		Karen Finnegan 508-295-3901	Papered dining area ... clean, efficient, conscientious, and focused on detail.
Window Washing	Keith Windows & Gutters Rene McWalter	781-690-2000	krkm2002@gmail.com	Jinia Drinkwater 508-524-6237	Price Range \$350 to \$460 including \$140 for porch windows: remove screens , wash in/outside
Window Washing	Fish Window Cleaning David DiBiase	781-569-4962	www.fishwindowcleaning.com	Terri Pentz 508-451-5177	Flyer posted in mail room

Note: If you have additional maintenance-related vendors that you would like to include on future versions of this list, please provide their contact info and a comment about your experience to Ed Driscoll, 774-573-1526.

The user recognizes that this information has been created by their neighbors on a voluntary basis and is not intended to supersede any and all information in their owner's manual regarding service or maintenance. The list of Professional Services is for advisory purposes only and in no way should be construed as warranty or guarantee . The user assumes all responsibility to determine the fitness of the service provider for their particular task.



