



Time to Winterize!

SIMPLE MAINTENANCE TIPS

Winter is coming! Now is the time to make sure that your buildings, heating systems, equipment, and fire protection systems are prepared for the winter weather. By being proactive in preventative maintenance and facility winterizing, your district could see a substantial amount of cost savings.

It is in the best interest of our districts to maintain a proactive approach when it comes to your buildings and property. Winter weather brings its own unique set of concerns and challenges to our region and proper care must be taken to protect the health and well-being of both the students, staff and facilities.

There are several steps that districts can take to minimize exposures associated with winter weather. The best practice to control future losses is to perform proactive inspections of these systems followed by routine maintenance and completion of repairs where needed. Listed below are just a few winter reminders:

- Survey buildings paying strict attention to the conditions of the roof, tiles, and storm gutters. High wind conditions can challenge roof designs. Excessive rainfall in a short amount of time could overtax roof drainage systems.
- Tree limbs near buildings, parking lots or high traffic areas should be maintained to minimize falling limbs/branches.
- Thoroughly examine and clean heating systems and test all controls to ensure they are in good operating order.
- Inspect and test all emergency generators and other fuel burning equipment in advance of the oncoming cold weather.
- In buildings protected by wet pipe sprinkler systems, heating equipment thermostats should be properly set to maintain temperatures above 40 F.
- Dry pipe sprinkler systems and special water spray systems typically have insulated or heated valve housings that require monitoring throughout the winter.



Remember, the use of portable heating devices should be avoided due to the inherent fire hazards of such equipment. Portable heaters should only be used for emergency heating when primary heating systems fail. If used, these heaters should be located away from combustible materials, provided with adequate ventilation, and monitored on a regular schedule.