

Presbytery of Long Island - Annual Manse Check

Date _____

EXTERNAL

Yard	Satisfactory	Needs Further investigation	Repair needed
Walk around the property's perimeter, looking at fences/gates /walls			
Inspect foundation, paths, driveways, paving, decks, sheds			
Gardens cleaned and maintained			
Trees and shrubs (dead or dying tree limbs that could damage buildings or utility lines)			

House

Roof coverings are in a good state of repair (no leaks)			
Chimneys & flashings are intact (ground observation only)			
General condition of walls (Painting, siding, shingles)			
Gutters and drains cleaned and intact			
Garage is in good order			

INTERNAL

Overall

Rugs/Floor are in good order			
Ceilings/Walls - no significant cracks and water stain			
Walls – paint/wallpaper in good order			
Windows - free of cracks and in good order			
Central heating is operating effectively and efficiently			
Check the attic and basement for animal droppings or dripping water			
Ensure the venting is not blocked by storage			

Kitchen

Look under the sink for any wetness from the faucet or drain			
Ask about insect problems			
Check ALL appliances are working correctly and efficiently			
Change any water/ice cube filters			

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Bathroom(s)

Check for mold			
Check for dripping or wet under the sinks or by the toilet			
Internal plumbing is in good order.			
Central heating is operating effectively and efficiently			
Yearly service on the heating system			

SAFETY

Oil or Gas Safety Check (annually)			
Yearly service on the heating system			
Smoke and CO detectors are in working order			
Outlets are working			
Clean the clothes dryer duct yearly			
Clean chimneys			
No excessive rubbish impeding escape routes or causing a fire risk			
Fire Extinguisher(s)			

THINGS FOR MANSE BUDGETING FUTURE

Replace all single-pane windows in older buildings
Roofs over 30 years need replacing,
Replace any appliance over 20 years with energy-efficient
Change heating to energy efficient
Replace thermostats with energy-efficient set-back thermostats
Replace ALL lightbulbs should be changed to LEDs
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A reporting fire and security system will pay for itself in the first year with Insurance reductions. Free energy audits are available from PSEG LI with financial incentives in many cases
Finally, Keep current with the manse value, which is likely every five years, looking at the sales of similar houses in the neighborhood of your manse