

# *From the Building Department*

With the upcoming winter months and holidays, here are a few safety practices to help keep your family safe.

When using your gas or wood-burning fireplace:

- Always make sure the damper is open
- Never leave your fireplace unattended, put out when leaving home and going to bed
- Do not burn green wood or trash in your fireplace, this will create heavy creosote buildup
- Always use a metal mesh screen with your fireplace if you do not have a glass door

Electrical:

- Many avoidable electrical fires can be traced to misuse of electrical cords, such as overloading circuits, poor maintenance and running electrical cords under rugs
- Exposed wires can cause a fire, if cords are frayed replace with new
- Replace all electrical items if they cause an electrical shock, overheat, short out or give off smoke or sparks

Candles:

- Never leave burning candle unattended
- Make sure your candle is in a stable holder
- Never put candles on or near your Christmas tree
- Make sure your children do not play with matches, lighters or candles

Live Christmas Trees:

- Make sure your tree has fresh green needles
- Always make sure you have a fresh cut 1-2" at base of trunk
- Make sure your tree is placed three feet away from any heat source
- Make sure your tree is not blocking an exit
- Add water daily to your tree stand
- Always turn lights off when leaving home or going to bed
- Never burn tree branches in your fireplace

Have a safe and happy holiday from the Building Department!

