



# HOMEOWNER HOW-TO: TURNING OFF WATER TO OUTSIDE SPIGOTS AND CLOSING INSIDE BALL VALVES

**When:** Late November; after Irrigation Shutdown/Gutter Cleaning

Step 1	Inside Basement (Front & Rear)
<p>Close the outside water ball valves located along the copper ceiling pipes in your basement, one at the front and one at rear of the unit.</p> <p>Look for the hanging chain that identifies these shutoff valves. They are located inside the basement nearest to the same location where the water line goes to the outside spigots.</p> <p>Pull down the red or black handles, not the hanging chain, until they are perpendicular to the valve. In the Spring, move them parallel to turn on the outside water.</p>	 <p><i>Move handle perpendicular to pipe to close</i></p>
Step 2	Outside Unit (Front & Rear)
<p>Disconnect any garden hoses that you have attached on the outside spigots (rear, deck, and front).</p> <p>Leave outside spigots in the open position to allow any water to drain.</p>	 <p><i>Remove garden hoses; open spigot</i></p>

If you have a problem locating, reaching, or turning the valves, please call Al Niski (508.303.6663) for assistance.