

Helpful Instructions for our Green Mountain House

The Key

The key to the house is located to the right of the front door in the lock box. There is a small flashlight hanging there in case you arrive in the dark. Please keep the key attached and in the box. Replace the cover immediately. (You may need to punch the code again to put the cover back on.) Once inside, there is a spare key in the mudroom on the key hanger.

The lock box code is XXX. (Given after full payment is received.)

Heat

The propane heater, located in the mudroom, should be left on automatic, during the winter months, the light furthest to right on the front should be lit (red or Green). Under the top flap and the green light for "Auto Off" should be on. You may, set temperature as needed. Set back to "L" when you leave.

There are thermostats in each room - as well as in each of the bathrooms. Adjust all temperatures as needed, and turn ALL down to 50 when you leave.

The main living area has a thermostat on the wall by the light switches and an electric "woodstove" which can be turned on for extra heat when you are in the house. You can turn the "woodstove" on via the power switch on its back right side. **Whenever you leave the house** turn off the "woodstove."

Important Electric Setup (VT Rate 11)

This house is on Vermont's Rate 11 program, which means for three or four consecutive "peak" hours between 7a - 12 noon, and again from 4p - 10p, as selected by the Electric Company, the electric rate is double. In order to conserve energy during this time the house is set up to only use electricity for the bare necessities (note: heat is not one of those necessities.) So, to bypass this setup you'll need to flip some switches next to the electrical box.

In the closet on the lower level next to the stairs, you will find the circuit box and to the left of that a second grey electrical box. There are 5 toggle switches (numbered 1-5) located bottom of this box. To insure that all electrical functions including outlets, the heater and the dryer will work during the above mentioned hours these switches should be switched DOWN in the "bypass" position. **Whenever you leave the house** they should remain in UP "low rate" position. The switch farthest right should ALWAYS remain up in the NORMAL position. Please do not touch the thermostat next to the electrical box.

In the summer keep the propane heater in the mudroom turned off. To cool the air, use the standing cooling unit by the TV. There is no need change the toggle switches on the electrical/circuit box downstairs unless you need to use the dryer during the times mentioned above.

Hot Water is created "On-Demand" via a powerful propane heater. At first, the hot water takes about 60-90 seconds to warm up but you should not have to worry about "running out" of hot water - even if the dishwasher and shower are running at the same time.

House water is drawn electrically from our own well and runs through a dual ceramic filtration system to purify it from minerals (sometimes you can hear it running). We have the water purity professionally tested and it rates cleaner than EPA standards so the tap water is fine to drink.

The Fireplace and the Danger of Fire

DO NOT LEAVE THE FIRE OR CANDLES UNATTENDED AT ANY TIME! BE VERY CAREFUL WITH ASHES.

The electric baseboard heaters can get very hot. Do not leave any material, such as bedspreads or blankets resting on baseboard heaters. Also, be careful of pillows resting on lights by beds, clothing drying on heaters, or the holiday and deck lights being left on. *We know houses in this town that burned down! No kidding!*

A FIRE EXTINGUISHER IS LOCATED under the BAR by the doorway next to the refrigerator.

Note: there is a flashlight & First Aid kit there too.

Wood is provided for the fireplace. There is wood next to the fireplace and on the front step as well, there is more wood out back next to the shed (left of the house if you are facing the front door). If ashes pile up in the fireplace, shovel DEAD ashes only in to metal bucket and leave for caretaker. Do not put in garbage or throw outside.

You must open the chimney flue before using the fireplace. The level is up the chimney on the left side (you may need the flashlight from under the bar). When the short metal lever is DOWN, the flue is OPEN. When the level is UP the flue is CLOSED

Linens

The house is cleaned by a service before each arrival. When you arrive all the beds should be made. If for some reason a bed is not made, sheets for any bed (full, single bunk or trundle bed) are in the linen closet in the downstairs office – so are **bath towels**.

Please leave all dirty towels by washer and all dirty sheets on bed, the cleaning service will come again after the end of your stay. **Toilet paper** can also be found in the linen closet. Extra **paper towels** should be in the pantry cabinets above the dryer.

Lights

Spare light bulbs are in the long cupboard to the left of the refrigerator.

The deck and front door light can be switched by clock in kitchen area as well as the front door. There's a flood light for the back located next to the backdoor in the office on the lower level.

Decorative lights: If holiday lights are up; the loft lights can be turned on/off by a foot switch on the floor just left of the TV. The lights outside on the deck plug in outside and can be left on while you stay. **Please turn all decorative lights off if you leave the house.**

Appliances

The coffeemaker has a reusable gold screen and does not need a filter.

All kitchen items should be put back in their respective place prior to leaving the house. The dishwasher can be loaded and left running for its final load, just before you leave. Refrigerator should be cleaned of any perishable items prior to leaving the house.

BBQ utensils are on the side of the BBQ and instructions are inside the door under the grill with the propane. If you run out of propane you can call Ed Grout the caretaker or you can buy it at Jelly's Deli and Liquor store just west of the Mill Tavern on Rt. 11

Toilets

Do not flush anything down the toilet except toilet paper. Sanitary products, paper towels and wet naps/wipes must all be deposited in the garbage or else the cesspool will back up.

Garbage/Recyclables

Garbage should be sealed/tied and **left on the back deck** for removal. The caretaker collects garbage on Mondays to bring to the dump. The Recycle bin under the sink is for: glass and plastic bottles. Metal and cardboard can all be recycled if separated and left with garbage in mudroom. Newspapers and magazines can be burned or recycled.

If you have a large number of bottles and cans, please take them with you. They can also be returned to the Clark's IGA machines. (Route 11 & 100 south)

Stereo/Television/PlayStation

TV: Turn off VCR - Use the SONY TV remote to change channels. (channel guide with remotes)

VHS: the TV should be set to channel 4, use JVC VHS remote. (same down in the bunkroom for the PlayStation and Panasonic VHS) Note: more videos in the drawer under the upstairs TV.

Stereo: plays radio, CDs and DVDs. Emersion Stereo takes time to load CD or DVD and takes time to switch between modes. Please be patient. **For DVDs set TV video input to Video 1**

Remotes: all remotes should be in a basket under the coffee table – so is the channel guide.

Got an **iPod**? Plug it in to the Stereo via 1/8" jack (cable is dangling in front and labeled) set Stereo to "AV2"

Games: There are many board games at the house, in the drawer under the TV and in the closet of the bunkroom. Please put them back the way you found them.

PlayStation is located under TV in Bunkroom but games are upstairs

PARENTS NOTE:

Kids will be kids... parents, please be parents.

Movies, DVDs, CDs and PlayStation games ALL have ratings. You should be aware of what your child is listening to or watching/playing – or doing for that matter.
Even though we have a child, the house is not child proof, please be a responsible parent.

Check out time is Noon. When leaving the house please check:

- Garbage and recyclables should be secured and placed on deck for Monday pickup.
 - All candles should be completely out – Fire completely dead.
 - Turn off all decorative lights
 - Turn off stereo and electric “woodstove”
 - If house linens were used, please leave on beds
 - Used towels should be left by washing machine
 - All doors should be locked and all windows closed
 - Make sure keys are back on key holder and in lockbox
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- Return 5 bypass switches to the up position “low rate”
 - Thermostats should be left at 50

Telephone:

**The house number is 802-824-5888. Telephone is for local use only.
Long Distance charges may be deducted from your deposit.**

Phone Numbers

***** Ed Grout** is the caretaker he plows in the winter cuts brush in the summer and handles the garbage. **Ed can be called for any issues regarding plumbing, electrical, or extra plowing or garbage removal. His number is 824 – 6390**

In case of Power outage. Use non-cordless phone next to the dining table to call 1-800-816-1719 to report or for repair status.

Stratton Snow Report 297-4211

Getting there: Left out of driveway on to Green Mt. Trail, **LEFT** on Middletown Rd, south 10 min to end, right on Route 30 and north 2 miles to access Rd, follow signs

Bromley 824-5522 (dial 1)

Right on Middletown Rd down hill, left on Route 11, approx 8 miles on right you’ll see it

Magic 824-5645 (live)

Right on Middletown Rd down hill, right on Route 11, Access Rd 2.5 miles on right

Okemo Snow Report: (802) 228-5222 (approx. 25 min from house).

Right on Middletown Rd down hill, left on Route 11, quick right after bridge up Route 100 north, stay on 100 (make right on 100 when road splits, straight is 155). In Ludlow (seems like end of 100) make left after going under train trestle. Follow signs to Okemo on left

Helke is our neighbor down the road and can also be contacted should there be an emergency. Her number is 824-5069

Eric & Nanci, the owners, can be reached at 917-225-1068 or 917-861-3344