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## **Mailbox Damage Policy**

### **Purpose**

The intent of the policy is to establish fair and uniform standards regarding disputes concerning damage to mailboxes by Town snowplows during snow operations.

- A. All mailboxes should be securely fastened to a post and sufficiently anchored in the ground to help with resistance to snowplow impacts.
- B. No mailbox will be considered for reimbursement if signs of prior damage and/or rot are present.
- C. If a Town plow or truck damages a mailbox through direct contact, the Town may authorize reimbursement up to \$40.
- D. In accordance with United States Postal Service guidelines, mailboxes should be 41" to 45" above the road surface and 6" to 8" back from the curb or edge of the pavement.
- E. The Highway Surveyor and/or Town Administrator is authorized to use discretion in resolving any mailbox damage disputes.
- F. Any mailbox damage claims can be sent to [highwaydpt@mendonma.gov](mailto:highwaydpt@mendonma.gov) and they will be addressed.

The Mendon Highway Department makes every effort to avoid damage to mailboxes, but sometimes due circumstances beyond our control damage occurs. We apologize in advance.