

Town of Meeme Mailbox Policy

In accordance with the policy of the American Association of State Highway and Transportation Officials, the Town of Meeme has no responsibility for fixing or replacing mailboxes that are damaged by town equipment in the performance of Road Maintenance/Winter Maintenance activities.

Mailboxes are permitted on public road right of ways using a standard mailbox installation. The USPS has guidelines on their website

(<https://www.usps.com/manage/mailboxes.htm>) Including mailboxes shall be 6 to 8 inches from road shoulder to the box door and be 41" to 45" inches off the road surface.

Mailbox policy during winter maintenance:

- When a mailbox is damaged during snow removal activities, the Town of Meeme will repair or replace the mailbox if and only if it was actually hit by town equipment.
- If the snow coming off the plow or wing does the damage, there will be no repair or replacement by the town.
- The Road Superintendent that views the damaged mailbox will make the sole determination as to whether the damage was by Town of Meeme equipment or by the snow.
- The Road Superintendent will also decide if the mailbox will be repaired or replaced.
- The Superintendent's decision is final.
- Any replacement done by the Town of Meeme will be with a standard metal mailbox. No allowance will be made for more decorative, costly mailboxes.
- No other reimbursement will be made.
- Suspected damage not brought to the Town's attention immediately after occurrence, will not be allowed.

Not Responsible:

The Town is not responsible for the following:

- Damage that is caused to a mailbox, or other properly located structures outside the public right-of-way, as a result of plowed snow or the force of snow being discharged by Town snow removal equipment.
- Damage that is caused to any fences, headwalls, trees, shrubs, plantings, and other structures that are improperly located within the public right-of-way.
- Damage that is caused to lawns or for the deposition of gravel in road ditches. If there are extenuating circumstances, these situations may be reviewed at the Town's discretion on a case-by-case basis. Any vegetation damage sustained due to de-icing products used on the roadway will not be treated or repaired by the Town.
- Any mailboxes not set in the ground with post, in a milk can, bucket etc. will not be replaced.
- The town will not repair or replace a mailbox that does not meet the USPS standards

If a mailbox is damaged during snow removal and cannot be used, contact the town road supervisor immediately so a temporary one can be placed.