

## Mailbox Standard Policy Town of Amherst

No: 03-001

December 1, 2005

Governing Laws, RSA 41:11, RSA 47:17, RSA 236:15, RSA 236:16, & P.O. Form 4056

Approved Date July 8, 2013

Next Review Date July 2015

*In areas where snow removal is a problem, page 8 of Postal bulletin 22102 recommends using a semi-arch or extended arm-type support, which allows snowplows to sweep near or under mailboxes without damaging supports, and provides easy access to the mailboxes by carriers and customers.*

Postal bulletin 22102 states the Postal Service does not regulate mailbox supports in any way except for purposes of carrier safety and delivery efficiency. Posts and other supports for curbside mailboxes are owned and controlled by the customers, who are responsible for ensuring that posts are neat and adequate in strength and size.

The Federal Highway Administration (FHWA) has determined that mailbox supports no larger than four inches by four inches, or a two-inch diameter standard steel or aluminum pipe, buried no more than twenty-four inches, should safely break away if struck by a vehicle. According to FHWA, the mailbox must also be securely attached to its post to prevent separation if struck..

Under federal law, all highways maintained by state and local governments have been declared, "Post Roads" thus, placement of mailboxes within state and local right-of-ways is permissible under federal law. However, municipalities have the legal right to regulate the actual placement.

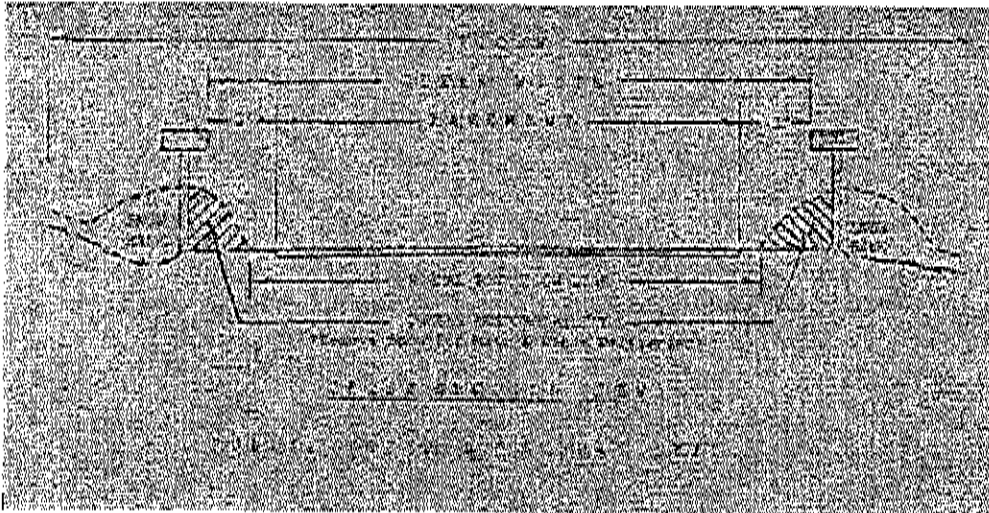
**Policy:** Mail and Newspaper boxes are allowed, at the owners risk within the town's right-of-way for purposes of convenience. Claims of damages resulting from their installation are the responsibility of the owner. The following are suggestions for reducing the possibility of damage:

- Wherever possible, mailboxes should be installed at least 3 feet from the edge of pavement and bottom edge of the box no less than 41 inches or more than 45 inches from the surface of the road. Most Amherst roads are twenty feet wide

with two to four foot maintained shoulders. The traveling terrain must allow easy access to mail carriers.

- Post installation *and the connection between the post and box* should be sufficiently sturdy to withstand the weight of heavy snow resulting from plowing operations.
- *Any issues or concerns should be brought to the attention of the Department of Public Works for review within two weeks of the time of damage.*

**Execution:** The policy listed above is designed and intended to minimize damage to personal property resulting from winter maintenance.



*Dwight Brew*

Dwight Brew, Chairman

Brad Galinson, Vice Chair

*Tomas Grella*

Tomas Grella, Board Member

*John D'Angelo*

John D'Angelo, Board Member

*Michael Akillian*

Michael Akillian, Board Member