

TOWN OF MILFORD, NEW HAMPSHIRE

Mail and Newspaper Delivery Box Installation and Maintenance Policy

Purpose:

The purpose of this policy is to allow the placement and maintenance of mail and newspaper delivery boxes (hereinafter jointly referred to as mailbox) within the right-of-way of public roads in such a manner that does not interfere with the safety of the traveling public or the Public Works department performing road maintenance.

Authority:

The authority of the Board of Selectmen to adopt this policy is derived from RSA 41:11.

General:

The municipality is not responsible for damage to private property that is located within the public right of way (RSA 231:92-a). The right of way (ROW) is often 50' wide, but varies based on original layout, and is often confused by property owners as their property. In most cases, the ROW often extends 25 feet of either side of the centerline of the road.

Mailboxes that are located within the highway limits, ROW (town right of way), are the responsibility of the property owner.

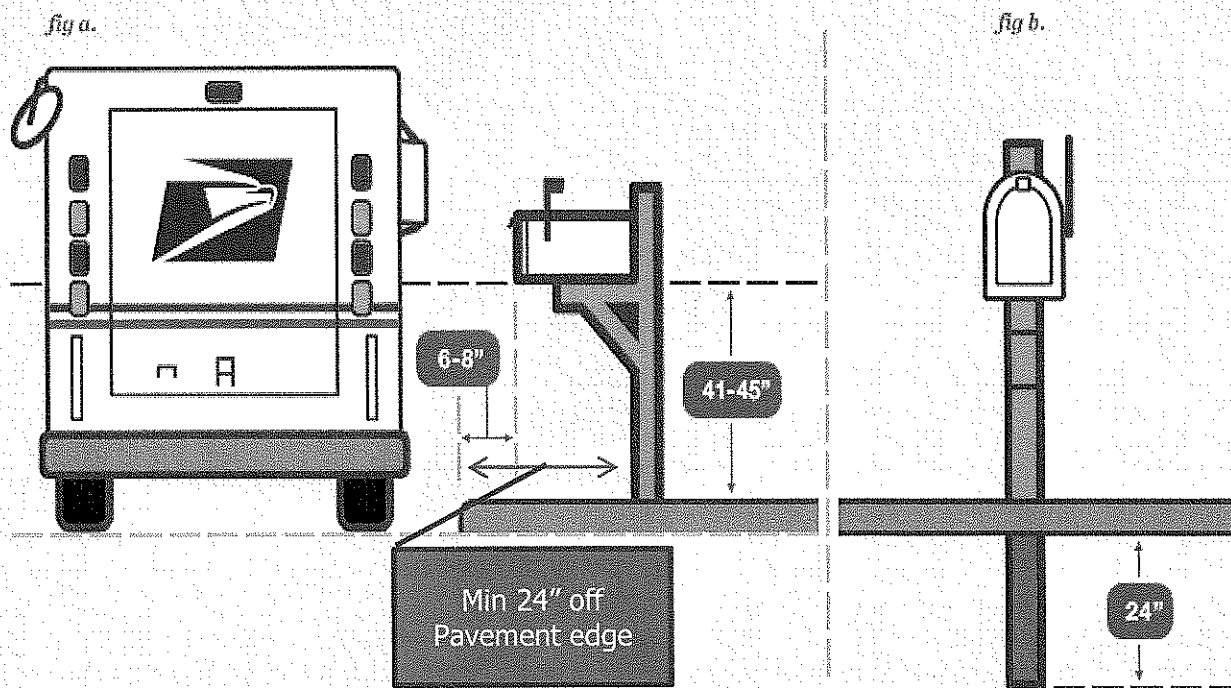
Residents shall be responsible for cleaning snow around their mailbox to assure delivery of mail. The town's primary obligation is to insure that roadways are kept free of snow and ice.

Mailbox design:

Mailbox shall be U.S. Postal Service Approved

Mailbox locations:

Below is a USPS guideline diagram of placement (see <https://www.usps.com> for guidelines and specifications.)



Damage and Snow Removal:

Generally Milford DPW is not responsible for damage and does not repair, replace or re-erect boxes that are located within the highway right-of-way.

Occasionally mailboxes or other devices are damaged by snow plowing operations due to poor visibility, the mailbox being buried in a snow bank or the weight/volume of the snow being plowed. This damage is not deliberate and in most cases is unavoidable.

There may be some unusual circumstances where the Department of Public Works determines that the town is responsible for damages and will attempt to repair or replace a mailbox. Replacement of mailboxes shall be limited to furnishing and delivering a minimum standard U.S. Post Office approved mailbox and standard 4"x4" treated wood post. Special decorative mailboxes and/or posts will not be provided.

Milford DPW will work with the box owners to locate the box in the safest possible location and offer advice on its design to minimize damage

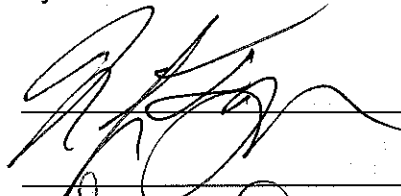
If the owner wishes to use a decorative mailbox and/or post that meet's Post Office standards, it shall be at the owner's expense. There will be no compensation for the difference in cost between the decorative installation and the standard installation.

Enforcement:

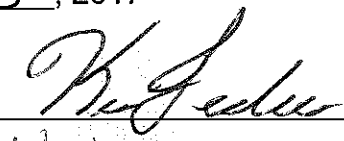
An owner of a non-conforming installation will assume all risks and liabilities associated with such installation.

Adoption:

This policy, encompassing standard operating procedures, have been adopted by the Milford Board of Selectmen on Feb 13, 2017



Gary L. Daniels



Katherine Bauer
