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Town of Manchester, Maine

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TOWN OF MANCHESTER **MAILBOX POLICY**

For convenience and practicality, mailbox installations have been allowed within the right-of-way of Maine's public highways; however it is important to recognize that such installations have two very important conditions: 1) The mailbox must be installed in accordance with applicable standards to ensure that mail can be delivered and that the mailbox does not create an obstacle or safety hazard to those that use or maintain the highway, and 2) The mailbox is installed entirely at the owner's risk. In other words, if the mailbox incurs damage during any sort of highway operations or maintenance, the property owner is not entitled to replacement or compensation. In fact, if the mailbox was not installed in accordance with the applicable standards as stated above, the owner may even be held liable for injuries or damages that may have been incurred as a result.

The Manchester Board of Selectman has set a policy that the Town will reimburse one-time, up to \$50.00 (Fifty Dollars) per snow removal season, which runs from October 15th to April 15th, if a mailbox is damaged during snow removal operations.

Mailbox design and installation standards are available on the Town's website, owners are expected to consult this information prior to undertaking any mailbox installation or replacement. The USPS defines the standards for mailbox construction, as well as the placement tolerance that must be met to accommodate postal operations, and the American Association of State Highway and Transportation Officials (AASHTO) Roadside Design Guide.

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