

Town of Baldwin Policy to Handle Damaged Mailbox Complaints

Statement: Mailboxes placed on Town Road R/W (right of way) are the responsibility of the resident, placement is permitted but is not a right. The owner is responsible for placement that meets the US Postmaster's specifications for height, distance from shoulder and size (see "Mailbox Requirements" under COMMUNITY on Town of Baldwin website).

Discovery: If a homeowner suspects their mailbox was physically damaged by a piece of town equipment, they should first contact the town chairman or town maintenance man and report the damage and have written information of when and how they think the damage occurred.

A representative of the town will talk to all parties involved and to the best of their ability determine the following facts:

- 1) Can it be reasonably determined that a piece of town equipment made physical contact to the mailbox or post to inflict the damage? It must be physical contact and not just the weight of snow.
- 2) Was the original installation of proper height, location and construction? If not, did the defective factors contribute to the damage?
- 3) If it is found that indeed town equipment damaged the structure the town representative will work with the property owner to correct the situation.

It is the Town's position that no matter how elaborate the original mailbox installation was before damage occurred, the Town will only contribute to the cost of a standard post and/or mailbox. That estimated cost should not exceed \$75.00.

If agreement cannot be reached between the Property Owner and Town Representative over cause or cost, the Property Owner may request the item be placed on the next Town Board meeting agenda for full board consideration.