

Town of Fairfax



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Fairfax, VT 05454
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Mailbox Damage Policy

In order to provide a fair and uniform resolution to incidents involving mailboxes damaged by a Town snowplow, the Town of Fairfax will adhere to the following standards concerning repair or replacement of mailboxes.

Snow removal is a frequent and necessary responsibility of the Fairfax Highway Department. There is nothing that can be done to prevent snow from being thrown by the plow blade in the process of removal. Any damage caused to a mailbox by incidental contact with snow or other materials during the snow removal process will not be eligible for reimbursement or replacement by the Town of Fairfax under this policy. **The Town limits reimbursement or repair to instances where a snowplow comes into direct contact with a mailbox or post that is properly installed within the right-of-way.**

When a mailbox or post is damaged by **direct contact** from the Town's snow removal equipment, the following procedure must be followed to be considered for reimbursement:

- A report must be made to the Town Office or Highway Department within 2 working days of the occurrence. Failure to submit your claim within this time period will result in the denial of your claim.
- A *Claim for Mailbox Damage* form must be completed and submitted to the Town (this is available at our Town Office or under the forms tab of our website: www.fairfax-vt.gov)

Following a report of damage, the Highway Supervisor will conduct an inspection of the mailbox and post to determine the cause of damage and review the standard of the original installation. Mailboxes or posts damaged by the weight or force of snow exiting the end of the plow will not be covered under this policy and replacement/repair will be the property owner's responsibility. To reduce the risk of damage due to the force of snow, the Town recommends the mailbox be shielded.

The Town Highway Supervisor reserves the right to refuse to replace any damaged mailbox when in his/her opinion, it does not appear the vehicle or snowplow was operated in a negligent manner.

If it is deemed that the damage is due to direct contact with Town equipment, the Town may:

- Repair the mailbox, if possible
- Replace with a standard post and box
- Authorize a reimbursement of up to \$40 to compensate the owner for damage with the submission of a detailed receipt. No replacement or reimbursement in excess of \$40 shall be provided, regardless of the location, size, original cost, or elaborateness of the mailbox or post.