

Mailboxes

Contrary to popular belief, there is no statutory or legal authority which grants a property owner or resident along a public highway any right to place a mailbox in the Highway right of way. A curbside mailbox is technically an encroachment, and the local highway official may order a mailbox to be relocated so as not to interfere with any highway maintenance activities. The owner may be asked to remove the box under Section 319 of the NYS Highway Law.

Mailbox Placement Tips:

- Use an extended arm type of mailbox post (see picture below). This provides easy access for the mail carrier and allows snowplows to sweep near or under boxes without damage to supports.
- The face of the mailbox should be installed 12" from the road edge and be at least 41" to 45" high. A 4"x4" wooden post or 2" diameter standard steel or aluminum pipe may be used as a post. Bury the post no more than 24" deep.
- It is recommended to contact your local postmaster. The US Postal Service has specific policies regarding placement for safety reasons.
- It is also recommended to put 3" high reflective numbers on the mailbox to identify the address to assist emergency vehicles.
- Please check your mailboxes periodically for rot or deterioration, particularly at the base to insure they will not break under the weight of snow during the winter season. Tighten loose hinges on the door and replace missing or faded house numbers.
- Mailboxes should be shoveled out during the winter season so that they are clearly visible.

Mailbox and/or Post Replacement:

- Please be aware that mailboxes are placed in the Town right of way, mailboxes that are properly installed and maintained generally do not interfere with snow removal.
- Legally, the Town is not responsible for mailbox damage; however, you may call and report the damage. If it is determined that our plow (not the weight of snow, slush, or ice) caused the damage, we will attempt to repair or replace it with a standard mailbox and wooden post.

Your participation and cooperation will be greatly appreciated by your rural carrier, postal service, and the Town of Marlborough Highway Department.

