



CITY OF MERIDEN
142 East Main St.
Meriden, CT 06450-5605

Mail Box Claim Form

Completed forms can be emailed to cityclerk@meridenct.gov or mailed/delivered to the City Clerk at 142 East Main St., Meriden, CT 06450.

Date of Loss: _____

Name: _____

Address: _____

Phone Number: (Home) _____ (Cell) _____

Damaged Item

_____ Mailbox Only

_____ Mailbox and Post

Comments

PLEASE ATTACH ESTIMATE OR REPAIR BILL AND ANY PHOTOS OF DAMAGE.



CITY OF MERIDEN
CITY COUNCIL
MERIDEN, CT 06450

Item #: 11
Date: 12/5/2022

Presented by: _____

Sonya Jelks, by request

RESOLUTION

WHEREAS, the City of Meriden Department of Public Works conducts plowing activities on City streets; and

WHEREAS, from time to time, residents report that their mailbox and/or mailbox post have been damaged as a result of the City's plowing activities; and

WHEREAS, the City of Meriden has no specific policy handling residents' claims for damage to mailbox and mailbox posts resulting from City plowing activities; and

WHEREAS, the City desires to have a consistent and clear policy for residents and City employees to follow regarding these claims;

NOW THEREFORE, BE IT RESOLVED THAT

- A. All mailboxes should be securely fastened to a sturdy post which is sufficiently anchored in the ground to resist the impact of plowed snow
- B. No part of a mailbox arm or post may be closer than six to eight inches from the face of the curb or edge of pavement to prevent contact by the snow plow, in accordance with US Postal Service Guidelines.
- C. In the event a mailbox or post is physically struck by a City of Meriden Public Works snow plow, the City will reimburse the owner up to \$50.00 for the post and/or \$50.00 for the mailbox. No additional cost incurred by the owner, including labor, will be reimbursed. Reimbursement will not occur for damage caused by entities other than the City of Meriden.
- D. No mail box or post will be reimbursed if damage was caused by the force of snow thrown by a snowplow.
- E. Claims should be filed within seven days of the damage. Claims should be filed with the City Clerk by filling out the "Mail Box Claim Form" available on the City Clerk's website or in the City Clerk's office. The Legal Department, in connection with the Department of Public Works, will promptly investigate all complaint reports of damaged

mailboxes and will advise the complainant of the decision to reimburse (or not) the cost of the mailbox and post.