



**PUBLIC WORKS DEPARTMENT
TOWN OF WINCHESTER**

189 Rowley Street
Winsted, CT 06098
Phone (860) 379-4101 Fax: (860) 738-3509

Memorandum

To: Real Estate Closing Attorneys

From: Jim Rollins, Director of Public Works

Date: February 25, 2021

Subject: Final Water and/or Sewer Bill for Real Estate Closings - Fee

Due to the increase in daily real estate closings in the Town of Winchester, as well as the manpower required to complete the closings in a timely manner; the town has decided to charge a final bill fee for all closing requests.

Requests received with more than 48 hours' notice will be charged a \$25 Final Bill Fee.

Repeat requests or requests received with less than 48 hours' notice will be charged a \$50 final Bill Fee.

This fee will be included in the final total. Attorneys may send one payment for the total amount due.

This fee cannot be waived.

Should you have any questions or concerns about this notice, please contact the Department of Public Works at 860 379 4101.

Sincerely,

Jim Rollins
Director of Public Works