



**Town of Bridgton
Finance Office**

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**FINANCE DEPARTMENT
MONTHLY REPORT
March 2022**

We had one part-time fire fighter and three part-time recreation new hires in March 2022.

The auditor, Bill Hall, was on-site on Monday, March 7th, 2022, and Tuesday, March 8th, 2022, and we were able to get through a good portion of outstanding audit items during his visit. The single audit was done remotely, and I completed this piece of the audit the week of March 25th. I am pleased to report the Single Audit is complete and will be issued with no findings. The rest of the audit is 98% complete and we will have draft financial statements within the next 2-3 weeks for review.

March was focused on completing the audit and making ongoing budget revisions, in addition to our regular duties. I have also met my goal in reconciling the general fund bank accounts for January and February and will maintain reconciliations monthly for all bank accounts going forward. I have successfully set up new funds for the Maine Resiliency Project and the Community Mural Project.

Jenna enjoyed a well-deserved vacation to Disneyland from March 11th to March 22nd and I completed AP and payroll during her absence. Salmon Point leases went out on March 29th for the 2022 season.

Finance Office Activities for March:

Issued 151 checks for Accounts Payable totaling \$1,128,979.46
Issued 362 checks/direct deposits for payroll totaling \$206,378.39
Issued (2) AP Warrants for the Wastewater Expansion Project totaling \$1,062,626.94
Filed the State of Maine Sales Tax Return and uploaded the Maine Public Employees reports for March
Filed Department of Labor Current Employee Statistics

Respectfully submitted,

Holly Heymann
Finance Director