



**TOWN OF BRIDGTON**  
**Finance Department**  
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**FINANCE DEPARTMENT**  
**MONTHLY REPORT**  
**APRIL 2024**

All March bank accounts were reconciled by April 18, 2024, with a zero variance. Reconciliation of balance sheet accounts for the month of March were completed by 4/22/2024. We have \$1,681,493.94 remaining in grant funding from Rural Development of the total \$11,400,000.00 awarded for the Wastewater Expansion Project as of 4/30/2024. Reimbursements for operating costs are going well and we haven't had any issues with our requests.

Muni-Link implementation was ongoing throughout April, and I had data conversion Zoom meetings with our team on 4/5/2024 and 4/26/2024. The website is ready for data files from Trio and I am working with TRIO to begin that process. I trained the PW Admin Assistant to take over the Sewer Billing during the Sewer Commitment #284 preparation and bills were processed and mailed 4/24/2024. This was the first full quarter billing cycle since converting all routes to the same schedule and it went very smoothly.

**Finance Department Activities for April:**

Issued 132 checks for Accounts Payable totaling \$1,212,401.40.  
Issued 357 checks/direct deposits for payroll totaling \$226,898.79.  
Issued (0) AP Warrants for the Wastewater Expansion Project.  
Filed the Maine Sales Tax Return & uploaded the Maine Public Employees reports for March.  
Filed Department of Labor Current Employee Statistics  
Filed Federal & State Withholding, FICA & Medicare Taxes weekly.  
Filed Quarterly Federal form 941 for 1<sup>st</sup> Quarter 2024.  
Filed Quarterly State 941/Unemployment 1<sup>st</sup> Quarter 2024.  
Filed Quarterly Survey of Property Tax Collections Report.  
Filed Final Report for SLRF (ARPA) Funds.

Respectfully submitted,

Holly Heymann  
Finance Director