



MAYOR'S BLUE RIBBON AUDIT COMMITTEE MINUTES May 19, 2021- 4:00 p.m. PUBLIC MEETING

CITY OF PORTSMOUTH, NH
City Hall – 1 Junkins Avenue

The Mayor's Blue Ribbon Audit Committee (AC) held the May 19, 2021 meeting in Conference Room A.

AC Members present: Chair Petra Huda, David MacDonald and Christopher M. White.

Also present: Suzanne Woodland, Deputy City Attorney and Marian Steimke, minute taker.

Call to Order

Chair Huda called the meeting to order at 4:12 p.m.

Acceptance of Minutes of the May 10, 2021 Meeting

Mr. White moved to approve the minutes for the May 10, 2021 public meeting. This was seconded by Mr. MacDonald. On a 3-0 vote, the motion passed.

Mr. White moved to approve the revised sealed minutes for the May 10, 2021 nonpublic session. This was seconded by Mr. MacDonald. On a 3-0 vote, the motion passed.

Review Actions of City Council

Chair Huda updated the AC on her report to the City Council. She said she had asked a councilor to make a motion for the recommendation to begin negotiations with the vendor Melanson in coordination with the City Legal Department. She added that the AC is authorized to move forward.

Mr. MacDonald moved to go into nonpublic session to discuss confidential information pertaining to commercial or financial information as per RSA 91-A:5 & 91-A:3. The motion was seconded by Mr. White. On a 3-0 vote, the motion passed at 4:30 p.m.

No motions were made during the nonpublic session.

Chair Huda moved to end nonpublic session and re-enter the public session. Mr. White seconded. On a 3-0 vote, the motion passed at 5:42 p.m.

Chair Huda moved to seal the minutes of the nonpublic session. Mr. White seconded. On a 3-0 vote, the motion passed.

Mr. White moved to authorize the Legal Department staff to draft a letter of intent to enter negotiations with Melanson on the terms of the award related to RFP #44-21. This draft to be approved by the Audit Committee. This is not to be construed as an award of contract. Motion was seconded by Chair Huda. On a 3-0 vote, the motion passed.

Date Approved: May 27, 2021 by 3-0 vote of the Audit Committee.

Minutes Respectfully Submitted by
Marian Steimke, Legal Secretary