



## 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

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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 Steinke, Legal Secretary