

**MAYOR'S BLUE RIBBOAUDIT COMMITTEE MINUTES**  
**July 20, 2021 – 2:00 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 July 20, 2021 meeting in Conference Room A.

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

Also present: Robert Sullivan, City Attorney and Suzanne Woodland, Deputy City Attorney.

**Call to Order**

Chair Huda called the meeting to order at 2:04 p.m.

Chair Huda took roll call. David MacDonald and Christopher White indicated that they are present.

**Approval of July 14, 2021 Minutes**

The minutes for the Public Session of the July 14, 2021 meeting were approved by unanimous vote. The minutes for the Nonpublic Session of the July 14, 2021 meeting were approved by unanimous vote.

**Ratification of the Melanson Contract and Engagement Letter**

There were additional minor edits made to the draft contract and engagement letter. The AC authorized Deputy City Attorney Woodward to make these edits and send the amended contract and letter of engagement to Alina Korsak, CPA, of Melanson. David MacDonald moved and Petra Huda seconded the motion to approve of the documents. The motion passed 3 – 0.

**Discussion of Possible Amendments to Ordinance 1.414**

Questions and comments were gathered from the July 12, 2021 City Council meeting. In addition, Deputy City Attorney Woodward noted several areas of discussion based in part on further staff comments. These served as the basis for further discussion. Based on this conversation, City Attorney Sullivan offered to draft a substitute Duties and Powers paragraph after the conclusion of the meeting for the AC to consider. Time is of the essence since the revised Ordinance needs to be ready to present to the City Council at the upcoming August 2, 2021 meeting.

Deputy City Attorney Woodward left the meeting at 4:00 p.m.

**There were no motions made during this discussion.**

**Mr. White moved to adjourn. Mr. MacDonald seconded. The motion passed on a 3 – 0 vote.  
The meeting was adjourned at 4:18 p.m.**

Date approved: 12-1-2021

Minutes Respectfully Submitted by  
Christopher White, Interim Secretary