

AUDIT COMMITTEE MEETING
November 29, 2022 – 5:30 PM
CITY OF PORTSMOUTH, NH – City Hall – 1 Junkins Avenue

UNSEALED NON-PUBLIC SESSION MINUTES

Committee Members present: Councilor John Tabor, Councilor Beth Moreau, Councilor Josh Denton, Christopher M. White, and Jesse Lynch

Absent: Harry (Hawk) Furman

City management representative: Deputy City Manager Suzanne Woodland

Non-Public Session began at 6:05 p.m. with the attendees as listed above

Committee members discussed and agreed upon a scoring sheet and a series of questions to be asked of the representatives of the two firms that submitted proposals in response to RFP 08-23, Professional Auditing Services.

At approximately 6:20 p.m. the Committee began the interview process with representatives of the firm Melanson. Representatives appearing on behalf of the firm were Scott McIntire and Alina Korsak.

Questions were asked and answered. Melanson representatives disclosed that they would soon be announcing the firm's merger with Marcum, a national accounting firm (that information to remain confidential until after the public announcement of the merger).

At approximately 7:05 p.m., the Committee began the interview process with representatives of Clifton Larson Allen, LLP (CLA). Representatives appearing on behalf of the firm were Chris Rogers, Matt Hunt and Phil Hwang.

Questions were asked and answered.

At approximately 8:05 p.m. the Committee began its deliberations and scoring of the firms. As part of the deliberations and scoring, the cost proposals for each firm, which were in separate sealed envelopes, were opened and considered.

Motion by Councilor Moreau, seconded by Councilor Tabor, to recommend to the City Council that the firm of Clifton Larson Allen CLA be engaged as the City's auditor subject to satisfactory reference checks. Motion was approved 5-0.

At 8:50 p.m. a motion was made by Councilor Moreau and seconded by Chris White to re-enter public session, seal the minutes and to adjourn. The motion was approved 5-0.

Minutes prepared by:

Suzanne Woodland, Deputy City Manager/Deputy City Attorney

Approved by vote on: January 5, 2023

Unsealed by vote on: January 5, 2023