

**MINUTES OF THE
ETHICS COMMITTEE**

**MEETING OF
December 16, 2025**

The Ethics Committee held a meeting on Tuesday, December 16, 2025, at the Salem Town Hall, 33 Geremonty Drive, Salem, NH.

Committee Members Present: Donna Sytek; Donna Loranger; Marybeth Stramaglia; Anthony Conte and Kevin Breen

Also Present: Assistant Town Manager Colleen Mailloux

1. Call to Order

The meeting was called to order at 4:05 pm.

2. Adoption of Minutes of September 18, 2025

The Committee reviewed the minutes from September 18, 2025. No comments were made.

MOTION BY: Anthony Conte

Move to approve the Ethics Committee minutes of September 18, 2025 as presented.

SECOND BY: Donna Loranger

VOTE: 5-0-0

The motion passed unanimously.

3. Update on Charter Amendments

Chair Sytek indicated that the Charter Amendments, as proposed by the Ethics Committee, had been recommended by the Town Council to move forward to the warrant. A copy of the draft language as it was submitted to the state for review was provided to members of the Committee.

4. Consideration of Request for Advisory Opinion

Chair Sytek stated that the Committee had received a request for an advisory opinion from a resident of the Town to determine an action by an EAO is a violation of the Code of Ethics.

Jeff Hatch was invited by the Chair to provide additional information regarding his request for an advisory opinion. Mr. Hatch is seeking an opinion from the Ethics Committee regarding an official of the town whom he believes presented information during a public meeting that knowingly contained incorrect information. Members of the Committee asked for clarification regarding if the information contained was wrong or incomplete, if the information was intentionally misrepresented or unintentional. Mr. Hatch indicated that the incorrect information has not been corrected publicly, though the member has acknowledged that it was wrong.

Chair Sytek asked which section of the Code of Ethics may have been violated. Mr. Hatch indicated that use of influence to get a desired outcome.

Mr. Breen and Mr. Conte asked if the document was an official town document. It was noted that it was not an official document prepared by the Town, but when introduced to a board or committee, it becomes a governmental record. Ms. Stramaglia indicated that this could be a 91-A concern, which is outside of the purview of the Committee, or use of influence.

Chair Sytek stated that the current language regarding use of influence is to “secure a benefit”. The Committee acknowledged that the current language is unclear, which is why the Committee is proposing a Charter amendment to clarify the language. J. Hatch indicated that he had reviewed the Charter, reviewed the Ethics training materials, and there is no clear answer, which is why he is requesting an advisory opinion.

Mr. Conte asked if there is a personal benefit being derived from the action taken. Consensus of the Committee is that there is no personal benefit to be gained. Ms. Stramaglia indicated that RSA 91-A should be reviewed to determine compliance with the state law, however that is not in the purview of the Committee.

After reviewing the matter, the Committee agreed that the matter presented for an opinion is not a violation of the Code of Ethics. Mr. Breen noted that the Attorney General may offer an opinion regarding RSA 91-A.

MOTION BY: Marybeth Stramaglia

Make an advisory finding that the conduct does not violate the ethics as currently written and is not within purview of Ethics Committee

SECOND BY: Kevin Breen

VOTE: 5-0-0

The motion passed unanimously.

Chair Sytek will prepare a summary of Advisory Opinion 2025-01 to be circulated for review and posted on the Ethics Committee webpage. Any comments on the draft opinion can be submitted to Ms. Mailloux.

MOTION BY: Anthony Conte (4:39PM)

Move to enter non-public session under RSA 91-A:3, II (c) non-public session because it involves matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this committee.

SECOND BY: Donna Loranger

Roll Call Vote:

Donna Sytek – Yes

Marybeth Stramaglia – Yes

Donna Loranger – Yes

Anthony Conte – Yes

Kevin Breen - Yes

VOTE: 5-0-0

The motion passed unanimously.

MOTION BY: Anthony Conte (4:48pm)

Move to leave non-public session and return to public session.

SECOND BY: Mary Beth Stramaglia

Roll Call Vote:

Donna Sytek – Yes

Marybeth Stramaglia – Yes

Donna Loranger – Yes

Anthony Conte – Yes

Kevin Breen - Yes

VOTE: 5-0-0

MOTION BY: Anthony Conte

Move to seal the minutes of the non-public session because it involves matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this committee.

SECOND BY: Mary Beth Stramaglia

Roll Call Vote:

Donna Sytek – Yes

Marybeth Stramaglia – Yes

Donna Loranger – Yes

Anthony Conte – Yes

Kevin Breen - Yes

VOTE: 5-0-0

The motion passed unanimously.

8. Other Business

Ms. Loranger suggested that the ethics training could be updated to address the use of influence.

Ms. Stramaglia asked if there was potential for training on good governance practice and RSA 91-A. Ms. Mailloux indicated that NHMA training may be available for board and committee members and will review the suggestion with the Town Manager.

Chair Sytek stated that the Committee has received a complaint from an individual that was outside of the purview of the Ethics Committee and related to a State Police matter. The Committee concluded that they had no authority to hear the complaint.

9. Date for next meeting

The next meeting will be held at the call of the Chair.

9. Adjourn

MOTION BY: Anthony Conte

Move to adjourn at 5:02 PM.

SECOND BY: Mary Beth Stramaglia

VOTE: 5-0-0

The motion passed unanimously.

ADJOURNMENT AT 5:02 PM

Notes/minutes taken by: Colleen Mailloux

Approved: _____

Date Approved: _____

DRAFT