

## 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.

1 Mr. Breen and Mr. Conte asked if the document was an official town document. It was noted  
2 that it was not an official document prepared by the Town, but when introduced to a board or  
3 committee, it becomes a governmental record. Ms. Stramaglia indicated that this could be a  
4 91:A concern, which is outside of the purview of the Committee, or use of influence.  
5

6 Chair Sytek stated that the current language regarding use of influence is to “secure a benefit”.  
7 The Committee acknowledged that the current language is unclear, which is why the Committee  
8 is proposing a Charter amendment to clarify the language. J. Hatch indicated that he had  
9 reviewed the Charter, reviewed the Ethics training materials, and there is no clear answer, which  
10 is why he is requesting an advisory opinion.  
11

12 Mr. Conte asked if there is a personal benefit being derived from the action taken. Consensus of  
13 the Committee is that there is no personal benefit to be gained. Ms. Stramaglia indicated that  
14 RSA 91-A should be reviewed to determine compliance with the state law, however that is not in  
15 the purview of the Committee.  
16

17 After reviewing the matter, the Committee agreed that the matter presented for an opinion is not  
18 a violation of the Code of Ethics. Mr. Breen noted that the Attorney General may offer an  
19 opinion regarding RSA 91-A.  
20

21 **MOTION BY:** Marybeth Stramaglia  
22 *Make an advisory finding that the conduct does not violate the ethics as currently written and*  
23 *is not within purview of Ethics Committee*

24 **SECOND BY:** Kevin Breen

25 **VOTE: 5-0-0**

26 The motion passed unanimously.  
27

28 Chair Sytek will prepare a summary of Advisory Opinion 2025-01 to be circulated for review  
29 and posted on the Ethics Committee webpage. Any comments on the draft opinion can be  
30 submitted to Ms. Mailloux.  
31

32 **MOTION BY:** Anthony Conte (4:39PM)

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

36 **SECOND BY:** Donna Loranger

37 **Roll Call Vote:**

38 Donna Sytek – Yes

39 Marybeth Stramaglia – Yes

40 Donna Loranger – Yes

41 Anthony Conte – Yes

42 Kevin Breen - Yes

43 **VOTE: 5-0-0**

44 The motion passed unanimously.  
45

46

1 **MOTION BY:** Anthony Conte (4:48pm)

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

3 **SECOND BY:** Mary Beth Stramaglia

4 **Roll Call Vote:**

5 Donna Sytek – Yes

6 Marybeth Stramaglia – Yes

7 Donna Loranger – Yes

8 Anthony Conte – Yes

9 Kevin Breen - Yes

10 **VOTE: 5-0-0**

11

12 **MOTION BY:** Anthony Conte

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

16 **SECOND BY:** Mary Beth Stramaglia

17 **Roll Call Vote:**

18 Donna Sytek – Yes

19 Marybeth Stramaglia – Yes

20 Donna Loranger – Yes

21 Anthony Conte – Yes

22 Kevin Breen - Yes

23 **VOTE: 5-0-0**

24 The motion passed unanimously.

25

## 26 **8. Other Business**

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

28 Ms. Stramaglia asked if there was potential for training on good governance practice and RSA

29 91-A. Ms. Mailloux indicated that NHMA training may be available for board and committee  
30 members and will review the suggestion with the Town Manager.

31

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

35

## 36 **9. Date for next meeting**

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

38

## 39 **9. Adjourn**

40

41 **MOTION BY:** Anthony Conte

42 *Move to adjourn at 5:02 PM.*

43 **SECOND BY:** Mary Beth Stramaglia

44 **VOTE: 5-0-0**

45 The motion passed unanimously.

46

1    **ADJOURNMENT AT 5:02 PM**

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3

4    Notes/minutes taken by:    Colleen Mailloux

5

6    Approved: \_\_\_\_\_

7

8    Date Approved: \_\_\_\_\_

DRAFT