

MINUTES OF THE ETHICS COMMITTEE

MEETING OF August 7, 2025

The Ethics Committee held a meeting on Thursday, August 7, 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: Colleen Mailloux

1. Call to Order

The meeting was called to order at 4:02 pm.

2. Adoption of Minutes of June 26, 2025

The Committee reviewed the minutes from June 26, 2025. No comments were made.

MOTION BY: Anthony Conte

Move to approve the Ethics Committee minutes of June 26, 2025 as presented.

SECOND BY: Donna Loranger

VOTE: 5-0-0

The motion passed unanimously.

2. Consideration of Revised Language for §6.3.7 Use of Influence

The Committee reviewed the revised language as presented (attached) and briefly discussed the distinction between acting within the scope of duties of a position versus the inappropriate use of influence.

MOTION BY: Anthony Conte

Move to approve the changes to Section 6.3.7 of the Salem Town Charter and recommend the amended Section 6.3.7 to the Town Council to be put forward as a Charter Amendment warrant article for the March 2026 Town Meeting.

SECOND BY: Donna Loranger

VOTE: 5-0-0

The motion passed unanimously.

3. Review of FAQs

The Committee reviewed the draft FAQs prepared by Ms. Loranger and Ms. Sytek. Ms. Stramaglia suggested adding links to each of the violations under FAQ #3. The Committee agreed that the order of the FAQs was logical and followed the Ethics process. Mr. Breen recommended a question be added, "Is there ethics training available for elected and appointed officials?" with the answer "The Ethics Committee makes training available annually to all

1 elected and appointed officials". The Committee discussed adding information regarding
2 attendance at annual ethics training to the FAQ and posting on the website.

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4 Ms. Sytek will add to the FAQ based on the discussion during this meeting and will provide a
5 draft to Ms. Mailloux to add links and distribute to the Committee. Committee members can
6 direct any final edits to Ms. Mailloux.

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8 **MOTION BY:** Anthony Conte

9 *Motion to adopt the FAQs subject to any corrections and that they be posted on the Ethics*
10 *Website.*

11 **SECOND BY:** Donna Loranger

12 **VOTE: 5-0-0**

13 The motion passed unanimously.

14
15 **8. Other Business**

16 The Committee discussed a possible amendment to the Charter to make attendance at Ethics
17 Training mandatory for Elected and Appointed Officials (EAOs). It was suggested that a
18 potential violation for not participating in training is that the EAO not be able to perform the
19 duties of their position until completion of training. The Committee acknowledged that the
20 Town Clerk and Tax Collector are covered by other statutory requirements for ethics. Ms.
21 Stramaglia agreed to draft language for a possible amendment that would make attendance by
22 EAOs at ethics training mandatory.

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24 **9. Date for next meeting**

25 A future meeting date will be called by the Chair as needed.

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27 **9. Adjourn**

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29 **MOTION BY:** Anthony Conte

30 *Move to adjourn at 4:37PM.*

31 **SECOND BY:** Donna Loranger

32 **VOTE: 5-0-0**

33 The motion passed unanimously.

34
35 **ADJOURNMENT AT 4:37 PM**

36
37 Notes/minutes taken by: Colleen Mailloux

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39 Date Approved: September 18, 2025