

**MINUTES OF THE
ETHICS COMMITTEE**

**MEETING OF
May 11, 2026**

The Ethics Committee held a meeting on Monday, May 11, 2026, at the Salem Town Hall, 33 Geremonty Drive, Salem, NH.

Committee Members Present: Donna Loranger; Marybeth Stramaglia; Anthony Conte, Kevin Breen and Kaitlyn Caravoulis

Also Present: Assistant Town Manager Colleen Mailloux

1. Call to Order

The meeting was called to order at 4:35 pm.

2. Approval of Minutes

MOTION BY: Anthony Conte

Move to approve the Ethics Committee minutes of April 21, 2026 with corrections.

SECOND BY: Marybeth Stramaglia

VOTE: 5-0-0

The motion passed.

MOTION BY: Anthony Conte

Move to approve the Non-Public Session #1 minutes of April 21, 2026 as presented.

SECOND BY: Donna Loranger

VOTE: 5-0-0

The motion passed.

MOTION BY: Anthony Conte

Move to approve the Non-Public Session #2 minutes of April 21, 2026 as presented.

SECOND BY: Donna Loranger

VOTE: 5-0-0

The motion passed.

3. Review of Revised Training Presentation

A copy of the revised presentation slides was reviewed by members of the Committee. Committee members provided some suggestions for revisions to organization and format.

Ms. Caravoulis provided comments regarding the distinction between the duty to disclose and when to recuse. Ms. Stramaglia suggested simplifying the slide that explains administrative versus quasi-judicial actions. It was agreed by the committee that an FAQ can be added to the website, for the purposes of training, this should be simplified.

1 The committee discussed the use of influence and the proper channels for communication between
2 elected officials and staff.

3
4 Mr. Breen will circulate an example of training from Massachusetts that includes topics covering
5 modern ethics, electronic communication and social media. Mr. Conte stated that officials do have
6 a first amendment right to express themselves on social media. Committee members discussed
7 providing recommendations for best practices on social media – how to avoid social media traps.

8
9 The committee further discussed presentation slides and edits. Ms. Caravoulas will work on
10 updating the flow chart for the complaint process and will send it directly to Ms. Stramaglia for
11 inclusion in the presentation.

12
13 The committee discussed the slide regarding ethics investigation consequences and suggested
14 changing the heading to “outcomes” and keeping the listed outcomes as they cover the breadth of
15 what findings could be made, ranging from no-finding to a recommendation for dismissal. The
16 Committee would like the slide to clarify that the Committee makes a recommendation to the Town
17 Council, the Council makes the final decision.

18
19 Ms. Mailloux indicated that the June 1 Town Council agenda is lengthy, so the Town Manager’s
20 office is recommending that the training be held on June 15. The training will be held as a
21 workshop prior to the meeting. The Committee indicated that it will need approximately 45
22 minutes for the training.

23
24 Mr. Breen will provide his examples of ethics requirements from Massachusetts to the committee.
25 Ms. Caravoulas will forward her recommendations and draft edits to Ms. Stramaglia. It was noted
26 that Committee members should not have back and forth communication via email, as that may
27 constitute a meeting under RSA 91-A. Ms. Mailloux suggested that slide materials can be
28 submitted directly to Ms. Stramaglia, with Ms. Mailloux CC’d. Email sent to the entire committee
29 should not be responded to as “reply all”, but if members have specific comments or questions,
30 they can be directed to Ms. Mailloux.

31 32 **4. Non-Public Session – Complaint 2026-02**

33
34 **MOTION BY:** Anthony Conte (5:55 PM)

35 ***Move to enter non-public session under RSA 91-A:3, II (c)***

36 **SECOND BY:** Marybeth Stramaglia

37 **Roll Call Vote:**

38 Kevin Breen – Yes

39 Anthony Conte – Yes

40 Marybeth Stramaglia – Yes

41 Donna Loranger – Yes

42 Kaitlyn Caravoulas - Yes

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

44 The motion passed unanimously.

45
46 **MOTION BY:** Anthony Conte (6:25 PM)

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

SECOND BY: Marybeth Stramaglia

VOTE: 5-0-0

The motion passed unanimously.

MOTION BY: Anthony Conte

To seal the minutes of the non-public session because it is determined that divulgence of this information likely would adversely affect the reputation of any person other than a member of this board.

SECOND BY: Kaitlyn Caravoulis

Roll Call Vote:

Kevin Breen – Yes

Anthony Conte – Yes

Marybeth Stramaglia – Yes

Donna Loranger – Yes

Kaitlyn Caravoulis - Yes

VOTE: 5-0-0

The motion passed unanimously.

During the non-public session, the Committee discussed the process for complaint 2026-02.

6. Date for next meeting

The Committee will provide training on June 15 at the Town Council meeting.

7. Adjourn

MOTION BY: Anthony Conte

Move to adjourn at 6:26 PM.

SECOND BY: Kaitlyn Caravoulis

VOTE: 5-0-0

The motion passed unanimously.

ADJOURNMENT AT 5:37 PM

Notes/minutes taken by: Colleen Mailloux

Approved: Ethics Committee

Date Approved: September 15, 2026