



SULLIVAN COUNTY

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Board of Commissioners

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December 7, 2021

State of New Hampshire
Department of Attorney General
Attn: John Formella, Attorney General
33 Capitol Street
Concord NH 03301

Re: Sullivan County DOC Compliance Tour – RSA 30-B:12

Dear Attorney General Formella:

Pursuant to RSA 30-B:12, please allow this letter to serve as the Sullivan County Board of Commissioners' (BOC) written report on a tour of the Sullivan County Department of Corrections (SCDOC).

On Monday, November 22, 2021, and due to the rise in COVID-19 cases within the facility and community, the Board decided to have the tour of SCDOC Community Corrections Center and jail be conducted by DOC Capt. Joe Brookens and Lieutenant Matthew Lockhart. I've attached a memo from SCDOC Captain Brookens regarding their tour notes that the Board reviewed and approved at their meeting yesterday, Mon. December 7, 2021.

Please feel free to contact our office if you have any questions.

Best regards,

Sharon Callum
Administrative Assistant
Sullivan County Commissioners' & County Manager Ferland's Offices

Tel. (603) 863-2560 Ext. 105

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Cc: Sullivan County DOC Supt. David Berry Jr.
James Boffetti, NH DOJ Associate Attorney General



Sullivan County Department of Corrections

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November 22, 2021

To: Superintendent David Berry
From: Captain Brookens
Subj: 6-month compliance tour per RSA 30-B:12

Due to Covid precautions to restrict traffic within the facility, the tour was completed by Lieutenant Lockhart and Captain Brookens on November 22, 2021, on behalf of the Superintendent and the Board of Commissioners. The tour began at 1300 and ended at 1410.

The tour began on the bridge of the Community Corrections Center with the following being noted.

1. Wood stanchion pole bumper should be removed and refinished, this would be a good winter job.
2. Emergency lights exterior door 201B not working
3. Emergency lights outside elevator not working
4. Outside door 101A electrical conduit has deteriorated and needs replacement
5. We will be looking to replace storage cabinets CCC dining area next year

All areas of the Community Corrections Center were inspected, and work orders completed for minor repairs to be done.

The tour continued at the Jail with the following items being noted.

1. Unit 3 door 300 needs to have old lockbox removed
2. Sprinkler heads located in the inmate visiting side need to have tamper covers put over them
3. Emergency lights located at the Sally port not working
4. Emergency light in the Jail Nurses office not working

All areas of the Jail were inspected, and work orders completed for minor repairs to be done

General comments; while walking the entire Corrections complex it is very apparent the entire ventilations system is in need of cleaning; it can be seen at almost every vent cover. Also, it will need to be addressed to correctly have an AC system capable of cooling the electrical room located in the basement of the jail.

Respectfully submitted,
Captain Brookens

Reviewed by Sullivan County, NH Commissioners @ the Mon. Dec. 6, 2021, meeting


Commissioner Joe Osgood, Clerk
