



SULLIVAN COUNTY

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Acworth, Charlestown, Claremont, Cornish, Croydon, Goshen, Grantham, Langdon,
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Board of Commissioners

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County Manager

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Dept. of Corrections

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December 8, 2020

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

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

Dear Attorney General MacDonald:

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 30, 2020, and due to the COVID-19 restrictions of visitors in the facility, a tour of SCDOC Community Corrections Center and jail was conducted by DOC Capt. Joe Brookens and Lori Keefe where all was found to be in good order. I've attached a memo from SCDOC Office Manager Lori Keefe regarding their tour notes that were approved by the BOC at their meeting on Mon. December 7, 2020.

Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Derek R. Ferland".

Derek R. Ferland
County Manager
Tel. (603) 863-2560 Ext. 101
Email: dferland@sullivancountynh.gov

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

11.30.2020

Memo

To: Supt. David Berry

Comments: Sullivan County Department of Corrections Compliance Tour – RSA 30-B:12

**From: Lori Keefe,
Office Mgr.**

Copy: file

**Re: 6 month
compliance tour**

Due to Covid precautions to restrict traffic within the facility, the tour was completed by Capt. Joe Brookens and Lori Keefe on November 30, 2020 on behalf of the Superintendent and Board of Commissioners. The tour began at 1230pm and ended at 220pm.

The tour began at the Community Corrections Center with the following items being of note:

- 1. Temperature difference in the male treatment living quarters is still an issue
- 2. The sink control circuit in the men’s shower room needs to be reset. The buttons will not dispense water. Work order was completed for maintenance.

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

The tour continued at the Jail with the following items being of note:

- 1. The lines from the Biomass to the boilers still need addressing to prevent the condensate tank from overflowing. Funds were budgeted in FY21
- 2. The cleaning of the HVAC system vents still needs addressing. We received a quote for a complete service but we are still looking in to alternatives.
- 3. The basketball courts in the Unit 1 and CCC female rec yards will need to be repaired or replaced. This will be a budgeted item for FY22.
- 4. The plumbing controls for Observation cells 1, 2 and 3 will need to be upgraded. We can no longer find parts for the current fixtures and they can’t be retrofitted. A request was made to Maintenance for a quote to change out these controls.

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



Sullivan County Department of Corrections

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