



GRAFTON COUNTY COMMISSIONERS

603-787-6941
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3855 Dartmouth College Highway Box 1
North Haverhill, NH 03774

November 3, 2022

Director of Administration
Office of the Attorney General
State House Annex
33 Capitol Street
Concord, NH 03301

Re: Facility Inspection

To whom it may concern,

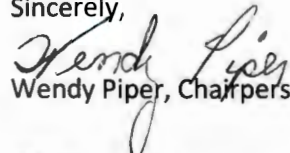
In accordance with RSA 30-B:12, the Grafton County Commissioners did conduct our semiannual tour/inspection of the Department of Corrections on October 25, 2022.

During our tour we met with the Superintendent, Captain, program coordinator, correctional staff and inmates. We received a security presentation followed by a discussion on security matters from Captain Kendall, observed a class on substance misuse and interacted with program staff and the inmates involved, inspected and received a presentation on the new facility body scanner and toured inmate housing units while interacting with the current inmate population. We found the facility to be clean and in excellent order.

In addition to our semiannual inspections of the Department of Corrections, the Board of Commissioners meets monthly with the Superintendent to discuss and resolve any internal issues. We wholly support the rehabilitative programs offered and attend graduation ceremonies for the various programming when they are available.

If you require any additional information, please do not hesitate to contact me.

Sincerely,


Wendy Piper, Chairperson

CC: County Administrator J. Libby
Superintendent T. Elliott



COMMISSIONERS

Wendy A. Piper ★ P.O. Box 311 • Enfield, NH 03748 • (603) 727-8392
Linda D. Lauer ★ P.O. Box 147 • Bath, NH 03740 • (603) 747-4001
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MI DEPT OF JUSTICE
NOV 14 '22 PM3:04

GENERAL INSPECTION OF THE FACILITY

Grafton County Department of Corrections

(RSA 30-B:12)

Commissioners' Name: Wendy Piper

Inspection Date: October 25, 2022

Instructions: Use the questions below to focus your observations of the facility. Include all locations used by inmates (units, hallways, dining room, lounges, Exercise room, bathing areas, and sleeping areas). Also check other areas that affect the inmates, such as storage and utility areas. Initial that there are no concerns or note concerns and your follow-up in the space provided.

Begin your observations as soon as possible after entering the facility.

	YES	NO	COMMENTS
GENERAL CONDITION:			
1. ODORS: Is the facility free of objectionable odors?	X		The facility was free from any objectional odors.
2. CLEANLINESS: Is the environment Clean (walls, floors and furniture)?	X		The cleanliness of the facility was observed to be in outstanding condition.
3. PESTS: Is the facility pest free?	X		No pests were observed or reported by interactions with staff and inmates.
4. HAZARDS: Is the facility as free of accident hazards as possible?	X		All equipment was in its designated area.
Are water temperatures safe and comfortable?	X		
5. SPACE: Do the space and furnishings appear sufficient to accommodate all inmates?	X		The units do have adequate space, seating and tables for all the inmate population.
6. EQUIPMENT: Is the equipment in inmate areas sanitary, orderly, and in good repair?	X		The inmate areas are cleaned on a daily basis
7. EMERGENCY: Are staff prepared for an emergency or disaster?	X		Officers are trained and conduct drills periodically to ensure emergency preparedness.
8. EMERGENCY POWER: Is there emergency power?	X		There is a backup generator

9. WASTE:

Is waste contained in properly maintained cans with covers?

X

All waste is properly stored and maintained

GENERAL INSPECTION OF THE FACILITY

Grafton County Department of Corrections

(RSA 30-B:12)

	YES	NO	COMMENTS
SECURITY: Are all bars, locks, windows, doors and other security devices fully operational?	X		The maintenance department sees that any devices that are malfunctioning are quickly addressed
Are there emergency keys available and do they work?	X		Emergency keys are maintained and tested periodically
Are there manual means of releasing all locking devices?	X		Keys are maintained for this purpose
CONDITION OF INMATES: Do officers interact with inmates informally?		X	Officers are trained to interact professionally with the inmate population.
Are requests for sick call being acted upon?	X		There is a system in place to ensure for this.
Are inmates using the inmate request system?	X		Inmates have access to both electronic kiosk and paper requests
Do inmates appear to be properly groomed and cleaned?	X		During our interaction with the inmate population all inmates appeared to be clean
MANAGEMENT: Are inmates classified to the most appropriate level of custody and programming both on admission and upon review of their status?	X		There are classification policies in place and a weekly board meeting to insure the process stays up to date for inmates within the facility.
Are the institution's rules of conduct and sanctions and procedures for violations defined in writing and communicated to all inmates and staff?	X		They are reviewed and available either electronically or hard copy. Staff are trained to implement them.
Do the inmate housing areas promote the safety and well-being of both inmates and staff?	X		The current nonlinear facility allows for better interaction for staff and inmates

Is there a written facility policy and procedure manual?	X	They are reviewed and updated periodically.
Are the controls within the facility to maximize fiscal responsibility?	X	The Superintendent is responsible to the Commissioners for spending and all parties meet at least monthly.