



# SULLIVAN COUNTY

*Serving the communities of:*

Acworth, Charlestown, Claremont, Cornish, Croydon, Goshen, Grantham, Langdon,  
Lempster, Newport, Plainfield, Springfield, Sunapee, Unity and Washington

## Board of Commissioners

14 Main Street  
Newport, NH 03773  
(603)863-2560  
Fax (603)863-9314  
[commissioners@  
sullivancountynh.gov](mailto:commissioners@sullivancountynh.gov)

## County Manager

14 Main Street  
Newport, NH 03773  
(603)863-2560  
Fax (603)863-9314  
[manager@  
sullivancountynh.gov](mailto:manager@sullivancountynh.gov)

## Dept. of Corrections

103 County Farm Road  
Unity, NH 03743  
(603)542-8717  
Fax (603)542-0239  
[doc@sullivancountynh.gov](mailto:doc@sullivancountynh.gov)

## Facilities & Operations

5 Nursing Home Drive  
Unity, NH 03743  
(603)542-9511 x230  
Fax (603)542-2829  
[facilities@  
sullivancountynh.gov](mailto:facilities@sullivancountynh.gov)

## Human Resources & Payroll

5 Nursing Home Drive  
Unity, NH 03743  
(603)542-9511 x212  
Fax (603)542-9214  
[humanresources@  
sullivancountynh.gov](mailto:humanresources@sullivancountynh.gov)

## Natural Resources

95 County Farm Road  
Unity, NH 03743  
(603)542-4891  
Fax (603)542-2829  
[natural@sullivancountynh.gov](mailto:natural@sullivancountynh.gov)

## Sullivan County Health Care

5 Nursing Home Drive  
Unity, NH 03743  
(603)542-9511  
Fax (603)542-9214  
[nursinghome@  
sullivancountynh.gov](mailto:nursinghome@sullivancountynh.gov)

March 3, 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 its tour of the Sullivan County Department of Corrections (SCDOC).

On Tuesday, February 18, 2020, a tour of SCDOC Community Corrections Center and jail was conducted by Commissioners Jeffrey Barrette, Bennie Nelson & George Hebert, myself, our Facilities Director, Mary Bourque, and DOC Capt. Joe Brookens where all was found to be in good order. I've attached a memo from SCDOC Office Manager Lori Keefe regarding Capt. Brookens' tour notes that were approved by the BOC at their meeting on Mon. March 2, 2020.

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

Sincerely,

Handwritten signature of Derek R. Ferland in black ink.

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

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

02.20.2020

# Memo

David A Berry Jr  
Superintendent

**From**  
Lori Keefe  
Office Manager

**Comments:**

On 2/18/19, a tour of the DOC was conducted by Captain Joe Brookens for County Manager Derek Ferland, Facilities Director Mary Bourque, Commissioners Jeffrey Barrette, Bennie Nelson and George Hebert. The tour began at the Community Corrections Center at 2:40pm.

**CC**  
Derek Ferland  
County Manager

All parties walked through the CCC Male and Female housing units

Sharon Callum  
Administrative Assistant

**Re**  
Semi-Annual DOC Tour

- Capt. Brookens pointed out the installation of safety dome mirrors
- The door to the CCC Male Flex unit was propped open due to the ongoing issue with regulating temperature in that unit

All parties walked through the laundry area and proceeded to the Jail.

- Capt. Brookens discussed the idea of removing the wall between the Unit 2 dayroom/hall and the Unit 1 Room B to open up space for Unit 2 females.
- The cell doors in Unit 3 East side are scheduled to be repainted this month
- Observation Area and the Med Office were toured. There is a new bench outside the Med Office for the MAT participants to be monitored. Capt. Brookens discussed the need to install a couple of cameras in this area for safety during MAT med pass

The tour concluded at 3:00pm.

Respectfully submitted,

*Lori Keefe*  
Lori Keefe  
Office Manager

*George Hebert*  
DOC CLERK - GEORGE HEBERT  
3/2/2020  
DATE NOTES REVIEWED & RATIFIED

## Sullivan County Dept of Corrections

Tel 603-542-8717  
Fax 603 542-0239

103 County Farm Rd  
Unity, NH 03743

