



SULLIVAN COUNTY

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Board of Commissioners

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County Manager

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Dept. of Corrections

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June 21, 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 Wednesday, May 26, 2021, 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 Mary Bourque, Facilities & Operations Director, where all was found to be in good order. I've attached a memo from SCDOC Captain Brookens regarding their tour notes that were approved by the BOC at their meeting on Mon. June 21, 2021.

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

Sincerely,

A handwritten signature in cursive script 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



Sullivan County Department of Corrections

103 County Farm Rd. Unity, New Hampshire 03743-9403

Telephone: 603-542-8717 Fax: 603-542-0239

Subject: Sullivan County Department of Corrections building walk thru

Date: May 26, 2021

Participants: Facilities & Operations Director Mary Bourque, and Captain Brookens


The following is a list of items discussed during this walk thru:

1. The need to have an HVAC duct work cleaning solution throughout the jail
2. Wall skirting outside 139B (outside) needs repair
3. Exposed nails (backing out) on CCC male roof fascia board
4. Fascia board separating on CCC male rec yard area
5. CCC female classroom counter top broken needs to be replaced
6. Loading dock steps has one step that needs tread reinstalled, trip hazard
7. Louver framing by 129A needs repair or replace cut hazard
8. Unit 2 needs an additional electrical outlet in the dayroom, power may already be there
9. Water source in main rec yard needs to be reinstated
10. Booking area needs to have electrical outlets relocated, currently using multiple surge strips
11. Fence located in front of unit 1 needs to be braced
12. Control center needs additional electrical outlets appropriately placed to support current equipment, multiple surge strips currently being used

Respectfully submitted,

Captain Brookens

Reviewed and approved by the Sullivan County Board of Commissioners Monday, June 21, 2021


Joe Osgood, Clerk
Board of Commissioners
Sullivan County NH