



SULLIVAN COUNTY

Serving the communities of:

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

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[commissioners@
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County Manager

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Dept. of Corrections

103 County Farm Road
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Facilities & Operations

5 Nursing Home Drive
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Human Resources & Payroll

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Natural Resources

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Sullivan County Health Care

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June 19, 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 Friday, June 12, 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 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. June 15, 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

06.12.2020

Memo

To
Supt. David Berry
Sullivan County BOC

From
Lori Keefe, Office
Manager

CC
Sharon Callum, Admin
Asst

Re
RSA30-B:12 Compliance
Tour

Comments:

Due to Covid 19 restrictions on visitors in the facility, the Department of Corrections six month compliance tour usually conducted by the Board of Commissioners was completed by Captain Joe Brookens on June 12, 2020.

Captain Brookens conducted a tour of all areas in the Jail and Community Corrections Centers and made note of the following:

1. Need to have bids on cleaning of the HVAC duct work facility wide
2. CCC dining using new style table - old style table had failing welds
3. Paving of back entrance road is being completed
4. Legal phone installed in CCC Male & Female unit hallways. Waiting on extension for female side
5. CCC Male Flex still does not have correct airflow
6. Vent covers in HOC - taking out old metal ones and replacing with heavy gauge aluminum
7. Steel kick plates were installed on the CCC doors to prevent damage
8. Work is scheduled in FY21 to address back flow issues with the boiler condensate tank

Please contact me with any follow up questions regarding this report.

Sincerely,

Lori Keefe
Office Manager

Sullivan County Department of Corrections

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