



# SULLIVAN COUNTY

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

## Board of Commissioners

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(603)863-2560  
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commissioners@  
sullivancountynh.gov

## County Manager

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## Dept. of Corrections

103 County Farm Road  
Unity, NH 03743  
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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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nursinghome@  
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October 16, 2017

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' written report on its tour of the Sullivan County Department of Corrections (SCDOC).

On September 25, 2017, a tour of SCDOC Community Corrections Center and jail was conducted by Commissioners Jeff Barrette and George Hebert, myself, our Facilities Director Mary Bourque, Superintendent David Berry Jr. and DOC Administrative Assistant Lori Keefe, and found all to be in good order.

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

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



To: Superintendent Berry

Date: 9/25/17

Fr: Lori Keefe, Administrative Assistant

Subject: Board of Commissioners' Six Month Facility Inspection

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In attendance: Commissioners Jeffrey Barrette and George Hebert, County Manager Derek Ferland, Facilities Manager Mary Bourque, DOC Superintendent David Berry and DOC Administrative Assistant Lori. Keefe

Tour began at 2:05pm

Facility inspection began at the Community Corrections Center Administrative Area.

Storage cabinet bottoms were repaired by maintenance  
Carpets were steam cleaned

Inspection continued downstairs to the Community Corrections Center Male and Female housing areas, dining room, dish room, laundry and inside recreation.

Painting in all areas is ongoing

Cracks in the walls in the female CCC – it seems the building has stabilized as the wall cracks have not progressed since last year.

The milk machine was replaced at no cost to the facility

Need a solution to the wet floors in the dish room and serving area

Commissioner Barrette asked if the dryers were new. The dryers are not new; they were brought down from the nursing home when the building was opened. Tags on the dryers show 2006. County Manager stated that he believed that two new dryers were budgeted and will check with Mr. Purdy. At this time, all dryers are functioning without issue.

One filter bracket needs to be repaired on a dryer

Door-134D needs to be adjusted. It is opening and closing very hard and gets hung up on the door frame

Outside security lights are on 24/7. The sensor is in the attic but maintenance cannot locate it.

Inspection moved to the Jail via Unit 1.

Acoustic foam was placed in the dayroom to help with noise. Though it has helped a better solution is needed.

Dayroom egress door to outside rec area is dented in a V shape on the bottom allowing a gap between the door and the sill.

Sink in Unit 1 is cracked but not leaking. It is scheduled for replacement

Unit 2 – window covering needs to be replaced

Inspection moved to medical, processing, laundry storage

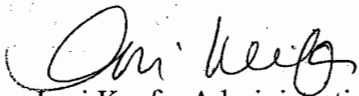
Explained the future plan to move medical to the laundry storage area and to expand processing to the old kitchen area to create a better intake flow, observation cells and a bathroom. Ms. Bourque will review the plans that were submitted by SMP Architects 4 years ago.

Inspection concluded with a walk through of Unit 3

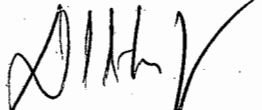
Lock and sliding door upgrade was discussed. Can we keep up with the lock failures and find replacement parts for aging lock mechanisms. The sliding door replacement estimate came in at \$110,000.

Jim Trombley, DOC Maintenance, just completed the AirTeq Lock School in Montgomery Alabama 9/20 -9/22.

Facility Inspection completed at 2:40pm.



Lori Keefe, Administrative Assistant



David A Berry Jr, Superintendent

STATE OF MI  
DEPT OF JUSTICE  
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