

# ***Goin' South:***

## **Hillsborough County Superior Court North & South in Nashua**



*User's Guide to Hillsborough County Superior Court, 30 Spring Street, Nashua*

*Bar News thanks the Nashua Bar Association & Manchester Bar Association for their financial support of this section.*

## Greeting from Nashua Mayor Lozeau

January 2010

Hillsborough North Court Users:

Welcome to Nashua. The Gate City is pleased to host you during this time of renovation at your home facility.

Much planning and coordination have gone on between the City of Nashua and judges, court staff and state-administrators to make this as smooth a process as possible.

Nashua is committed to supporting the



Donnalee Lozeau

courts through this time and looks forward to the opportunities to exhibit Nashua's hospitality.

Nashua has great downtown shopping, wonderful restaurants from small delis to fine dining establishments, and beautiful parks and trails. Please take time to get familiar with Nashua. To learn more about Nashua and what we have to offer visit us at [www.NashuaNH.gov](http://www.NashuaNH.gov) and [www.downtown-nashua.org](http://www.downtown-nashua.org).

It is my hope that you will feel as welcome and comfortable here as you did in Manchester.

Sincerely,

Donnalee Lozeau  
Mayor of Nashua

## Things you should know:

### Same roof, separate operations

While the Hillsborough North Superior Court judges and staff will be temporarily housed in the same courthouse in Nashua with Hillsborough South, each court will maintain separate operations. Each will retain its own computer system and each court will have its own counter in the clerk's office on the main floor.

### Jury selection

The schedule for selecting jury panels will alternate between Hillsborough South and North. The schedule calls for prospective jurors on Hillsborough North cases to be summoned to the courthouse on the 1<sup>st</sup> and 3<sup>rd</sup> weeks of each month. Jurors for Hillsborough South cases will be summoned during the 2<sup>nd</sup> and 4<sup>th</sup> weeks. Hillsborough North will not pick juries during the first week of January to allow judges and staff organizational time after the move from Manchester.

### Jurors' parking

To accommodate the large number of potential jurors coming to Hillsborough South during the temporary relocation, the city of Nashua will provide free parking in reserved space at the Elm Street garage (see map). Jurors are no longer provided passes for on-street parking at metered spaces in Nashua. It is anticipated that there may be additional spaces in the Elm Street lot available for other court users. The map also indicates where other parking spaces are available in downtown Nashua.

### Courthouse lot

Parking in the lot behind the Hillsborough South courthouse is reserved for court staff on a first-come, first-served basis. There may be spaces left in the lot for public parking once all of the staff is accommodated.

### Cost of Manchester-Nashua taxi

For those without private transpor-

tation, expect taxi fare from downtown Manchester to the Nashua courthouse to run between \$45 to \$50 each way.

### Criminal conferencing

Criminal practitioners can expect limited space for meeting with clients detained in the holding cell in the lower level of the Nashua courthouse. There is one conference room in the secure area; construction is planned for a second holding cell in open space in the secure area. Hillsborough County Sheriff James Hardy is encouraging defense attorneys to arrange to speak to their clients at the county jail in advance of hearings, if at all possible.

### Where's my marital case?

Domestic relations cases for Hillsborough County are being handled in several different venues and under two different systems.

All Hillsborough North marital cases – past and present – are now part of the Family Division, and are being heard in either Manchester Family Division, 35 Amherst Street, or in the Goffstown Family Division, 329 Mast Road. (Both locations also house the local district courts.)

Hillsborough South marital cases remain part of the Superior Court docket in Nashua. The Hillsborough South marital division remains headquartered at the Hillsborough South courthouse and Marital Master Alice Love will hear cases in the Hillsborough South courthouse. However, due to a shortage of courtrooms in Nashua, Master David Forrest, who hears Hillsborough South marital cases on alternating months, will use a courtroom in the Milford District Court, 180 Elm Street, until the new Merrimack District Court opens this spring.

For additional information, updates on court operations, and directions to any courthouse, visit the Judicial Branch website at <http://www.courts.state.nh.us>.

## Superior Court Move to Nashua on Schedule

A message from the Honorable Robert J. Lynn, Chief Justice, NH Superior Court

The long-anticipated temporary relocation of Superior Court operations in Manchester to Nashua is on schedule. We will be moving the Hillsborough North judges, staff, files and necessary equipment during the week between Christmas and New Year's, to be ready to open for business on Monday, January 4. As you all know, this will clear the way for asbestos abatement at the Chestnut Street location in Manchester, followed by complete renovation of the interior space, which is expected to take about 18 months.

With both Hillsborough North and South temporarily operating in the same building in Nashua, it is going to be a little crowded. I am confident that the planning work of the Hillsborough

North/Hillsborough South Project Management Team, under the guidance



Hon. Robert J. Lynn

of Judges William Groff and James O'Neill, has created a viable plan for addressing the issues that are bound to come up with a move of this size. Of course, there are going to be some bumps in the road, but we believe we are prepared to deal

with each item as it comes up. All of us – the judicial branch, the lawyers and the litigants – are all going to have to be flexible about things for the next 18 months, until Superior Court operations return to the newly renovated Manchester courthouse.

## Hillsborough County Probate Hearings in Manchester

Hillsborough County Probate Court will hold hearings in Manchester, at the Amherst Street courthouse, on Wednesdays, Thursdays and Fridays beginning Jan. 13.

Otherwise, Hillsborough County Probate Court operations in Nashua remain at the same location and are unchanged.

## Hillsborough County Superior Court Northern District Notice of Closing and Temporary Relocation

The doors will close at 4:00 p.m. on Wednesday, December 23, 2009, at the Hillsborough County Superior Court-house in Manchester to allow for asbestos abatement and renovation, which is expected to be completed in 18 months.

Hillsborough County Superior Court Northern District will reopen on Monday, January 4, 2010, at its temporary location at the Superior Court building at 30 Spring Street in Nashua. Superior Court operations are scheduled to resume in Manchester on July 1, 2011, in the newly renovated courthouse on Chestnut Street.

From December 23, 2009 through January 4, 2010, while the move to Nashua is underway, the clerk's office at Hillsborough-North will not be processing cases or answering the telephone.

The Manchester office will not be open to the public or to members of the NH Bar. Hillsborough North pleadings filed during this time should be mailed to Hillsborough County Superior Court Northern District, P.O. Box 2143, Nashua NH 03061 and will be considered entered on the date of postmark on the envelope.

Attorneys and other court users should make sure to send Hillsborough North pleadings to P.O. Box 2143 in Nashua and not to the Spring Street address.

Beginning Monday, December 28, 2009 judges hearing cases from Hillsborough North will be available at the Superior Court building in Nashua to address *ex parte* requests and emergencies.

Please note, all Superior Court locations will be closed on Thursday, December 24 and Friday, December 25, 2009.

As of December 28, 2009 the official mailing address for Hillsborough County Superior Court Northern District will be P.O. Box 2143, Nashua, N.H. 03061.

During the relocation in Nashua the telephone number for the clerk's office for Hillsborough North will remain at 603-669-7410.

John Safford, Clerk  
Hillsborough Superior Court Northern District

# Directions to the Courthouse

From the north, there are two ways to travel:

1) Take Interstate 93 South to Interstate 293 South. Follow Interstate 293 to the F.E. Everett Turnpike (Route 3).

Take Exit 5E off the Everett Turnpike. At the end of the ramp, take a right and head East on Route 111 (Kinsley Street).

Go by St. Joseph's Hospital. Go through two sets of lights. Get into the middle lane at the third set of lights and go straight through. Go by the Hitchcock Clinic at the next set of lights.

Get in right lane, go past the Post Office and Courthouse will be on the right (across from a church).

OR

2) Take Interstate 93 South to Interstate 293 South. Follow Interstate 293 to the F.E. Everett Turnpike (Route 3). Take Exit 7E. At the end of the ramp, take a right and head East on Amherst Street. Go by Holman Stadium, and then you'll come to a set of lights at Main Street.

Take a right (down hill) onto Main Street. Go to the 5<sup>th</sup> set of lights (you will pass City Hall on your right). Take a left onto Hollis Street (Route 111 East).

Take first left onto Spring Street at the next set of lights. Get in right lane, go past the Post Office and the Courthouse will be on the right (across from a church).

**From the south:** Take F.E. Everett Turnpike North to Route 111 East (Exit 5). Head East on Route 111 (Kinsley Street). Cross Main Street (So. NH Regional Med. Ctr. Is on right) onto Spring Street. Once on Spring Street go past Post Office and the Courthouse will be on the right (across from a church).

**From the east:** Take Route 111 West to Spring Street. Turn right onto Spring Street, go past the Post Office and the Courthouse will be on the right (across from a church).

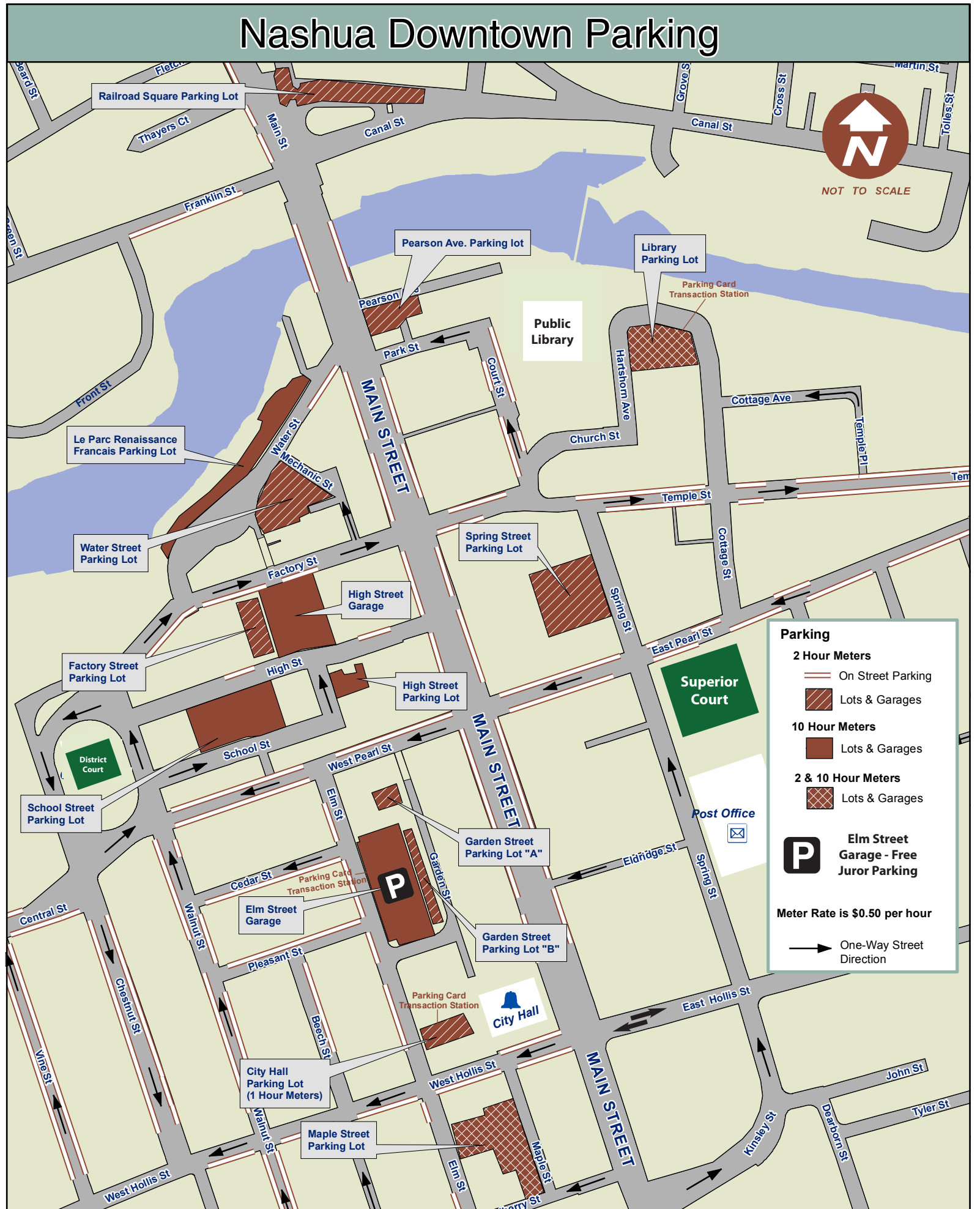
**From the west:** Take Route 101-A (Amherst Street) East to Main Street. Bear right onto Main Street. At 5<sup>th</sup> set of lights turn left onto E. Hollis Street. Take first left onto Spring Street. Get in right lane, go past the Post Office and the Courthouse will be on the right (across from a church).

Source: NH Judicial Branch website.

Tips:

If you are coming from the north during morning rush-hour, use exit 5-E (the first set of directions).

If you plan to park in the Elm Street garage, turn north on Elm Street from Kinsley, or turn right from Main Street, then one block to Elm to find the garage (pictured here.) Bring quarters.



Map courtesy of City of Nashua.

# Guide to the Hillsborough County Courthouse, Nashua

## 1<sup>st</sup> Floor

Public entrance, security screening stations  
Hillsborough County Probate Court  
Clerks' offices, service counters for Hillsborough North & South

## 2<sup>nd</sup> Floor

Courtrooms, principally for Hillsborough North cases  
Courtrooms 1, 3 and 4 can be used for jury trials.  
Chief Justice Lynn, who hears Hillsborough South cases, will use the jury assembly room on this floor for his non-jury hearings. (New construction has altered the traffic pattern to create secure hallways to this room.)

## 3<sup>rd</sup> Floor

Courtrooms, principally Hillsborough South cases  
Courtrooms 7 and 8 can be used for jury trials.  
Courtroom 5 is used for marital hearings.

## Judicial Officers

### Hillsborough North

Judge James D. O'Neill, III - Supervisory Justice  
Judge Gillian L. Abramson  
Judge Brian J. Tucker  
Judge David A. Garfunkel  
Clerk: John Safford

### Hillsborough South

Judge William J. Groff - Supervisory Justice  
Judge James J. Barry, Jr.  
Judge Jacalyn A. Colburn  
Chief Justice Robert J. Lynn (part-time)  
Master Alice S. Love  
Master David S. Forrest - off-site Milford or Merrimack district courts  
Clerk: Marshall Buttrick

### Hillsborough County Probate Court

Judge: Position is vacant. On temporary basis, Judges James R. Patten, Christina M. O'Neill, and Gary R. Cassavechia are regularly scheduled there.  
Register : Robert Rivard  
Phone: (603) 882-1231



James D. O'Neill, III



Gillian L. Abramson



Brian J. Tucker



David A. Garfunkel



William J. Groff



James J. Barry, Jr.



Jacalyn A. Colburn



Robert J. Lynn

The Probate Court also regularly holds additional sessions in Manchester, at District Court building 30 Amherst Street, on Wednesdays, Thursdays and Fridays.

As of Dec. 28, 2009:  
Hillsborough Superior Court Northern District mailing address is:  
P. O. Box 2143, Nashua, NH 03061

## Security Screening Pilot Project Reduces Lines

Hillsborough County Sheriff James Hardy says the Court Security Pilot Project at Hillsborough County Superior Court South has been successful at reducing wait times for all court users to enter the courthouse.

Started in the spring of 2007, the pilot project provides a separate entrance, with a door controlled by a security officer, that attorneys with the proper credentials (see below) including a photo ID, can use to bypass the security screening station. Sheriff Hardy's staff worked with the NH Bar Association to implement the project, which Hardy believes will be especially helpful with larger numbers of litigants, attorneys, and other court patrons using the courthouse every day once Hillsborough North temporarily relocates there. Many Manchester-area attorneys have already taken steps to obtain the credentials so that they too can use the attorney entrance. (See details below.)

Hardy expects that the Security Pilot Project will expand to Manchester when the renovated Hillsborough North courthouse opens in 2011; the architects are making sure that the entrance to that courthouse will allow for a similar arrangement.

### Want to Use the Security Pilot Project?

**Prerequisite:** You must be an attorney in good standing, an active-status member of the New Hampshire Bar Association

### Next, do you have a photo on your NHBA ID card?

If you want your photo to appear on your NHBA member ID card, please send a passport-style photo suitable for identification purposes in digital format (.jpg format preferred) to [nhbainfo@nhbar.org](mailto:nhbainfo@nhbar.org) or mail a photograph to Website Coordinator, NHBA, 2 Pillsbury Street, Suite 300, Concord, NH 03301. There is a \$10 fee for new replacement cards.

Submitted photo will also be published in the NHBA Member Directory (publication date: January 2010) and appear in the online NHBA Member Directory ([www.nhbar.org/For-Members](http://www.nhbar.org/For-Members) - only access area).

### How soon will my submitted photo be in the system?

Photos received will be posted on the Web site as soon as possible. New member data and photos are periodically updated, please allow a 3-4 weeks for processing.

### Hillsborough County Superior Court Security Pilot Program

**How do I request a magnetic access security card for the Hillsborough County Superior Court Security Pilot Program?**

You must:

- be a member in good standing of the

NH Bar Association

- have a valid NHBA member ID card with the same photo that appears on the Bar's website directory
- complete an Access Card Holders Agreement form (to be read, signed and personally presented to the Sheriff's office at the Hillsborough County Superior Court in Nashua. For a copy of the agreement visit: <http://www.nhbar.org/uploads/pdf/attorney-agreement.pdf>.

### How soon can I obtain the credentials once I submit a photo?

Please allow 3-6 weeks after the photo is received by the NH Bar for processing. Once the Association and Sheriff's Department databases are updated and you have a



Back in spring of 2007, Nashua attorney Joseph Caulfield was one of the first attorneys to obtain credentials and use the expedited access door as part of the Court Security Pilot Project of the Hillsborough County Sheriff's Office.

corresponding Member ID Card with photo, the Sheriff's office will accept your Access Card Holder's Agreement and process your request for a magnetic access security card.

Special opportunities to obtain the credentials at the courthouse may be scheduled. Watch the NHBA e-bulletin for details.