Experience Takes Root

Spotlight on Our 50-Year Practitioners • 1972-2022
It was my great honor at this year’s Annual Meeting to recognize those members of our bar who have practiced law for 50 years. Amazingly, there were 71 members* who met that standard.

Lawyers who have practiced since 1972 lived through enormous changes in the legal world. Roe v. Wade was argued (for the second time) in 1972 and decided in 1973. This year, in the Dobbs case, the United States Supreme Court overruled Roe. The Supreme Court effectively invalidated most death penalty statutes in the Furman decision in 1972, only to provide a path for resurrection of capital punishment in the later Gregg decision. In 2000, the Bush v. Gore decision confirmed George Bush as president. In 2015, the Obergefell decision legalized same sex marriage.

These lawyers’ careers also encompassed major events in our history: Watergate in 1972, the end of the Vietnam War, the impeachments of President Clinton and Trump, the HIV/AIDS epidemic, the fall of the Berlin wall and the collapse of Communist Russia, the 9/11 attacks, the wars in Iraq and Afghanistan, the election of President Obama as the first black president, the rise of the internet quickly followed by the rise of the mobile phone, and most importantly for lawyers a revolution in technology that completely changed the practice of law. That list could contain many more entries but even this short list gives some perspective on how long and impactful 50 years can be.

Of course, these lawyers did not simply hang on to their bar cards through 50 years of history. Being a lawyer is a hard job. We deal with conflict so that our clients do not have to. We handle hard questions of law, important factual details, our clients’ emotional turmoil or financial stress, and wrongful conduct by or against our clients. We fix problems and absorb stress for others. Most importantly, we uphold the rule of law with the goal of living in a society where we are all free and can coexist in relative harmony. To have done that work for 50 years is an amazing achievement and a huge contribution to society.

Thank you to all of the New Hampshire lawyers who reached the 50-year mark this year. We appreciate and admire you.

Richard Guerriero
NHBA Bar President 2021-2022

* This number includes some not wishing to be publicly recognized for this achievement.
OUR 50-YEAR PRACTITIONERS

Read more about these honorees in the June 2022 issue of Bar News

John L. Ahlgren
John L. Altieri Jr.
James R. M. Anderson
Donald L. Belanger
Michael P. Bentley
V. Hummel Berghaus IV
Richard H. Blacklow
Richard E. Boyer
John T. Broderick Jr.
Peter H. Bronstein
Roger G. Burlingame
Donald A. Burns
Joseph G. Carleton Jr.
Susan E. Carlson
Michael R. Chamberlain
William L. Chapman
Richard A. Cohen
John D. Colliander
Martha M. Davis
Thomas C. Dunnington Jr.
John D. Eisner
Bruce W. Felmy
George R. Freund Jr.
David A. Garfunkel
R. Robert Gaumont Jr.
Wilbur A. Glahn III
Douglas F. Green
Judd A. Gregg
Robert D. Gross
Jerome H. Grossman
Thomas M. Haughey
Frank V. Hekimian
Robert L. Hemeon
David J. Herrod
James C. Hood
Daniel W. Jones
Jeffrey M. Kaye
David L. Kent
John A. Korbey
Gregory E. Michael
Richard C. Moquin
Jay M. Niederman
David S. Osman
Thomas D. Rath
Bernard J. Robertson
R. John Roy
Richard L. Russman
Donald R. Saxon
Jeffry A. Scharp Irish
Steven A. Solomon
Richard A. Spencer
Bryan Stevens
Eric A. Taussig
Henry W. Trimble III
Richard W. Vercollone
Geoffrey Judd Vitt
Barry S. Weinstein
Bernard J. Wolfe Jr.
Michael J. Work
“Find a good mentor. Make yourself known.” - JOHN L. ALTIERI JR.

“Don’t swim over your head. Ask more experienced lawyers for advice. Never “sell” your law license to a client. You can sell your advice and developing skills but your license is never for sale. Be patient with yourself. Becoming the lawyer you want takes time.” - JOHN T. BRODERICK JR.

“If you have a special field of interest, focus on blogs and memberships, read, and attend seminars related to that specialty. Do one thing really well.” - JOSEPH G. CARLETON JR.

“As primarily a plaintiffs’ lawyer on the civil side, I always strove to empathize with my clients, often thinking ‘What if this were my child or my mother, what would I do?’ (Or more precisely, “What should the other side have done or should be doing?”.... [T]reat each client as if he/she is your only client. And while I am not sure I always achieved this, strive to have balance in your life, because 50 years goes by damn fast.” - RICHARD A. COHEN

“Be brave and ignore the bad stuff. Don’t expect to get rich.” - MARTHA M. DAVIS

“Lawyers love to hear themselves talk.... Learn to listen.” - THOMAS C. DUNNINGTON JR.

“Develop a great network of experienced lawyers willing to advise you. Be selective of cases and clients. Despite the pressure to build a practice, bad case selection will risk injury to your reputation. Handle deadlines with great care and internal controls.” - BRUCE W. FELMLY
“Put yourself in the position of your client. Listen carefully to your client and treat them as you would want to be treated. Work hard and always be prepared. Communicate promptly and regularly with your client.” - GEORGE R. FREUND JR.

“Understand the difference between the business of law and your professional and ethical obligations as a lawyer. [D]on’t allow the pursuit of success to compromise you professional responsibilities.” - DAVID A. GARFUNKEL

“Work hard. Be respectful of all, including colleagues, opposing counsel, office and court staff, and the people who clean your office. Be honest, ethical, and professional. Say ‘thank you’ always.” - WILBUR A. GLAHN III

“You should consider a general practice in a smaller firm in a more rural area. This will allow you to get the most experience in all types of cases while providing a much-needed service to regular people who may not be able to afford the costs of a large legal firm in a more populated area.” - JEROME H. GROSSMAN

“Find a seasoned lawyer in your firm, or, if you are starting out as a sole practitioner, one of the larger firms in the state, who is willing to be available to answer your questions about the practice in our state.... [A]nd then ASK the questions! You will always find someone who is happy to take the time to help out. And, remember that the hardest thing to reacquire after you have lost it is your word and the trust of your colleagues. Protect both every day.” - JAMES C. HOOD

“Consider affiliating with others or at least maintaining an avenue where you can discuss legal matters with colleagues to prevent your initial analysis of a problem from excluding other alternatives.” - DAVID L. KENT

“Set practical goals and be prepared to work hard. Be ready to do your share of pro bono work. Give back to your community. Don’t ever lower your standards and principles for anyone.” - JOHN A. KORBEBY

“Maintain good communications with your clients and don’t pretend to know things you don’t since your clients will figure that out quickly. The private practice of law keeps getting more specialized and no attorney is an ‘expert’ in every facet. When in doubt, ask another attorney for help. You’ll sleep better.” - GREGORY E. MICHAEL
“Recognize we all need some help, particularly when starting practice. New Hampshire has a tradition of experienced attorneys willing to share their experience with others, particularly new attorneys.” - Jay M. Niederman

“Work hard, be honest, listen carefully to your clients and communicate with them as much and as regularly as possible. Care about them.” - David S. Osman

“Get a good line of credit..... Learn when you start, how important it is to develop good relationships with other colleagues, this is where most of your work will come from. This will be a major referral base for you. Believe in giving back to the community. Volunteer to be on a local board (youth athletics, religious, arts, etc.). This is a great way to make a real contribution to your community.” - Thomas D. Rath

“Develop patience and listening abilities. As Yogi Berra said, ‘You can hear a lot if you listen.’ ” - R. John Roy

“Always be true to and trust your ‘moral compass’ sailing through challenging legal waters you will find that “compass” will lead you home for a goodnight’s rest.” - Jeffrey A. Schapira

“Attempt to experience a wide range of areas of law when you are starting out - this is important not only in generating sufficient income to continue but also in creating a client base. As your practice moves forward, concentrate on the areas you enjoy most and the things you do well. If you are fortunate, you will eventually be able to limit your practice, reduce your stress levels and look forward to coming to the office each day.” - Michael J. Work

“Don’t ever lower your standards and principles for anyone.”
HONESTY & INTEGRITY

What is the value of honesty and integrity for lawyers?

“‘At best, man is the noblest of all animals; separated from law and justice he is the worst.’ The Freeman’s Almanac” - RICHARD E. BOYER

“Absolutely critical. One of the best things about practicing in New Hampshire has been the honesty and integrity of virtually every lawyer I encountered here and the almost complete absence of ‘sharp practice.’” - DONALD A. BURNS

“Seriously??” - MARTHA M. DAVIS

“Honestly and integrity are core values for any lawyer. When you compromise those values, you do a great disservice to yourself, the profession, and the clients you serve.” - DAVID A. GARFUNKEL

“There is probably nothing more important. Earning the trust of others takes time. But that, and a reputation for honesty and integrity – particularly with the Court – is the most important attribute for a lawyer. In fact, it is one of the most important things in life.” - WILBUR A. GLAHN III

“Honesty and integrity for lawyers provide a self-satisfaction for the individual while setting a high standard for those they are dealing with, both on a professional level as well as a public level.” - JEROME H. GROSSMAN

“It is absolute. Without both, there is no practice in this state.” - JAMES C. HOOD

“A reputation for honesty and integrity is the basis for a career while a ‘greedy opportunistic moment’ can ruin both your personal and professional life.” - DAVID L. KENT
“Your reputation for trustworthiness is your key to success. Be honest with your client, which often means telling your client something they don’t want to hear. Accept responsibility for an error before someone else discovers it.” - John A. Korbev

“Your word is your bond. If you cannot be trusted to fulfill your ethical obligations your contributions in life will be nil.” - Eric A. Tausig

“Without question, honesty and integrity are critical. This is particularly true in New Hampshire which still has a relatively small bar and where one’s reputation becomes well known quickly and can set the course for an entire career.” - Jay M. Niederman

“At end of days, all we truly should be proud of is our ‘good name,’ leaving behind a reputation for honesty and integrity, both in or profession and in life.” - Jeffrey A. Schapira

“Lawyers are privileged to be afforded positions of trust; don’t do anything to abuse or lose that privilege.” - Steven A. Solomon

“Honesty and integrity are the foundation of everything that matters in both law practice and life. Whenever you have a question whether what you are thinking of doing is right or ethical, you are probably too close to the line. Find another attorney whom you trust who can help you make difficult decisions. Remember that you are an advocate for your clients but not their guarantor. Don’t cross the line by allowing their ethical problems to become your ethical problems. Don’t let your (too) good intentions get you into trouble.” - Richard A. Spencer

“Honesty and integrity are of the utmost value. You may be able to generate a sufficient level of income without them, but you will never be a good attorney or a valuable member of your community.” - Michael J. Work

“Lawyers are privileged to be afforded positions of trust.”
BOOKS THEY RECOMMEND

Here’s what our 50-Year Attorneys are reading these days

Watergate: A New History, by Garrett M. Graff
The Fate of Empires and Search for Survival, by Sir John Glubb
Lifespan: Why We Age and Why We Don’t Have To, by David A. Sinclair, PhD
Company of One: Why Staying Small is the Next Big Thing for Business, by Paul Jarvis
A Farewell to Arms, by Ernest Hemingway
These Truths: A History of the United States, by Jill Lepore
Dead Wake, by Erik Larson
She Has Her Mother’s Laugh, by Carl Zimmer
Mary Magdalene, Women, the Church, and the Great Deception, by Adriana Valerio
The Lincoln Highway, by Amor Towles
In the Garden of Beasts, by Erik Larson
Sooley, by John Grisham
Truman, by David McCullough
Alexander Hamilton, by Ron Chernow
The Origins of our Discontents, by Isabel Wilkerson
I Alone Can Fix It, by Carol Leonig & Philip Rucker
Atlantic Fever, by Joe Jackson
The Silk Roads, by Peter Frankopan
Made in America, by Bill Bryson
Golf in the Kingdom, by Michael Murphy
The Dawn of Everything, by David Graeber and Donald Wengrow
Into the Storm: Chronicle of a Year in Crisis, by Christopher R. Altieri
The Warmth of Other Suns, by Isabelle Wilkerson
In the Heart of the Sea, by Daniel Philbrick
New York, by Edward Rutherford
Rationality, by Steven Pinker
Thinking, Fast and Slow, by Daniel Kahneman
The Surrogate Wife, by Archer Mayor
Zealot, by Reza Aslan
Sapiens: A Brief History of Humankind, by Yuval Noah Harari
The Devil’s Chessboard, by David Talbot
The Wrecking Crew, by Thomas Frank
Harlem Shuffle, by Colson Whitehead
Pachinko, by Min Jin Lee
Trilogy, by Bob Woodward
The Revenge of Geography, by Robert D. Kaplan
The Book of Job
The Splendid and the Vile, by Erik Larson
What the Constitution Means to the Citizen, by Chief Justice George W. Marshall
Definer of a Nation, by Jean Edward Smith and John Marshall
**EXPERIENCE TAKES ROOT**

"Stop every day and take a breath. Don’t bring work home.” - **MARTHA M. DAVIS**

"Judge Bownes gave my wife and me sage advice at our wedding when he told us that ‘the practice of law is a cruel mistress.’ Do not procrastinate. Work hard, prepare thoroughly, and apply common sense.” - **GEORGE R. FREUND JR.**

"Get joy from small successes and enjoy family and friends. Find work as a lawyer that you truly enjoy and prioritize that when you are deciding what to do with your law degree.” - **DAVID A. GARFUNKEL**

"Well-being comes from many sources. If you are ethical and honest, and work hard, you are likely to have a successful practice. I always took time for exercise to offset stress whether it was running, biking, hiking, skiing, or spending time with my family. (Does being a Little League umpire offset stress?) It’s a hard job, so spending time with colleagues, friends and family, and giving back to them and to the community has provided happiness and has made life more meaningful.”

- **WILBUR A. GLAHN III**

"Balance your personal and professional life. Work hard, but play hard as well. Never miss your child’s sports, school, & other events.” - **DOUGLAS F. GREEN**

"Make pro bono a part of your practice. You will help folks who really need it, learn a lot, and find much satisfaction. If you are in public service, keep at it.”

- **ROBERT D. GROSS**

"Participate in activities with family and friends to maintain good mental health. Make sure that you have a good legal assistant.” - **ROBERT L. HEMEON**
“If done right, the practice of law is hard. But, I have always felt the practice is what you do, not who you are. Never underestimate and always pay attention to family, friends, vacations and hobbies, in that general order. Always treat your clients and fellow members of the bar with respect and remember that ‘there is always another side to the story.’” - JAMES C. HOOD

“Don’t bite off more than you can chew, and be honest in your self-evaluation.”
- DANIEL W. JONES

“A rational balance between home and work is vital and you must connect with other attorneys for both the social benefit as well as a sounding board to bring balanced insights to the law.” - DAVID L. KENT

“Quality service, and good client contact are essential to a successful practice. Regular communication with clients keeps them happy, and lets them know you haven’t forgotten them. Don’t procrastinate, as you will lose a client (maybe many) and develop both a poor reputation and an ulcer.” - JOHN A. KORBEY

“One cannot put a ‘value’ on honesty and integrity. Suffice to say both are the bedrocks of our profession and without both, professional respect for attorneys becomes a mirage.” - GREGORY E. MICHAEL

“Although we work in an adversarial system, do not let that define you. The quality of your character and your thoughtfulness in dealing with others should be the key to well being and a strong practice.” - JAY M. NIEDERMAN

“‘Get A Life!’ Try to define your wellbeing not only by your financial success in your profession, but also by your relationships with family and friends. Try to have balance in your life between professional and real life interests.” - JEFFREY A. SCHAPIRA

“Have a real life. Travel, cook, read, exercise, have a garden, and listen to and love your spouse or partner. Play some golf. It will keep you humble.” - DAVID S. OSMAN

“Never take anything for granted. Continue to do the things that you did to build and maintain the practice. You must choose good colleagues. People that matter.”
- THOMAS D. RATH
“Stay the course (forget about a thousand points of light, just stay the course) and keep taking out the trash; if you don’t, your spouse may become unhappy with you.”
- R. JOHN ROY

“Have outside interests that you enjoy other than law. Be involved in charitable endeavors and community events.” - JEFFRY A. SCHAPIRA

“Things go wrong on their own; you will always think of something you should have said; take time for you physical and emotional well being; go on vacation.”
- STEVEN A. SOLOMON

“If you can make it work, find a way to practice law in an area that interests you and represent clients whose goals are compatible with your values. Work hard and be yourself; cherish your family, and keep broadening your interests. Spend as much time fly fishing (or the equivalent) as possible.” - RICHARD A. SPENCER

“Have avocations to take your mind off your professional goals. In my case, the piano music I play and work on has become my instrument of thought and deliberation to help me make decisions in both my personal and professional life.”
- ERIC A. TAUSSIG

“Stay physically active and limit your practice to those areas of the law that you enjoy.” - RICHARD W. VERCOLLONE

“Always keep current in the new case decisions that may relate to your chosen area of practice.” - BERNARD J. WOLFE, JR.

“ALTHOUGH WE WORK IN AN ADVERSARIAL SYSTEM, DO NOT LET THAT DEFINE YOU.”
STAYING CONNECTED

What advice do you have for staying connected with others in the legal community?

“Participate in continuing legal education as well as state and national forums to pass along the specialized knowledge you may have acquired in your practice.”
- V. HUMMELL BERGHAUS IV

“I recommend getting involved in the Bar Association, its many sections and its multi-pronged outreach to the larger community. The NH Association for Justice is also valuable. Connecting with lawyers beyond the four walls of your office or the narrow confines of your practice will bring you pride and satisfaction in being a part of a noble profession. It will pay dividends in ways you can’t imagine over the life of your practice.”
- JOHN T. BRODERICK JR.

“Kindness, humor, and humility go a long way. And never lie to your colleagues!”
- MARTHA M. DAVIS

“Connect with lawyers you don’t know whenever you are at the courthouse. It’s much easier dealing with attorneys you know personally. When I was doing a lot of marital cases years ago, I settled more cases than I tried because I knew the attorneys I was dealing with on a personal level.”
- THOMAS C. DUNNINGTON JR.

“There is no substitute for knowing everything that is going on. Stay abreast of new rules and who the court administrative players are. Get to know the lawyers on your cases and treat them with respect and civility even when they do not act to deserve it. Try not to return fire when it is mean spirited and meritless. Communicate regularly by notecards and phone and recognize the accomplishment and achievements of others. Praise colleagues and co-workers relentlessly for their good work.”
- BRUCE W. FELMELY
“New Hampshire is a small state and your good reputation in the legal community is an essential asset for professional growth and success. Spend time interacting with lawyers and judges in various bar and related activities, and volunteer for CLE panels and other educational venues that allow you to interact with other lawyers while also demonstrating you professional competence.” - **DAVID A. GARFUNKEL**

“Not surprisingly, many of my closest friends are lawyers. As a general rule, staying connected to friends and colleagues is a key to well-being. Certainly, involvement with other lawyers may help build a practice, but it also just builds a more fulfilled life.” - **WILBUR A. GLAHN III**

“Civil communication is essential. Trust must be built and maintained. Work to solve problems but litigate if necessary. Always remember courtesy is never out of place.” - **DOUGLAS F. GREEN**

“Attend local bar meetings. Organize and participate in regular informal meetings with attorneys who maintain similar practices.” - **ROBERT L. HEMEON**

“When you spend your life in the practice you develop some of the best friends you will ever have. Additionally, the law is ever changing and more important to us as a society today than ever before. Maintaining contacts in the legal community keeps national life relevant.” - **JAMES C. HOOD**

“Try to talk to others whenever you can. The courthouses no longer have Lawyers’ Lounges, but there is often time while waiting for a hearing.” - **DANIEL W. JONES**

“My friends in the legal community were a great source of support for me, especially the older lawyers whose experience and advice were so valuable. Local bar associations are a wonderful source of support.” - **JOHN A. KORBAY**

“Communicating with other attorneys apart from work issues helps establish lasting friendships. A side benefit is having another lawyer to ‘run something by’ if you need some assistance. Most attorneys are flattered you would think of them and happy to assist. Occasionally, shut off your laptop, pick up the telephone and talk to your peers about matters of interest. You will be glad you did.” - **GREGORY E. MICHAEL**
“Treat everyone, particularly members of the legal community with respect, listen carefully to them and make a serious effort to understand their point of view.”
- JAY M. NIEDERMAN

“Stay in touch, have some coffee together and remember that you are not alone on this journey.” - DAVID S. OSMAN

“Be a friend to a friend. If it is necessary to explain the importance of this statement, go back to square one. This advice applies both to functions within the legal community and outside the legal community.” - R. JOHN ROY

“Life is experimental, both personally and professionally. Talk to your colleagues as much as you can, in court, and elsewhere. It will only add to your life perspective.”
- JEFFRY A. SCHAPIRA

“Whatever experience you have, good or bad, may be of value to others.”
- BARRY S. WEINSTEIN

Facilitating Meaningful Access to Court Systems

The New Hampshire Access to Justice Commission was created by the New Hampshire Supreme Court with the purpose of implementing changes to improve citizens’ access to the courts. The Commission is tasked with developing and implementing policy initiatives and operates to coordinate the creation of strategic alliances to effectively move ideas to action.

Learn more at courts.nh.gov/resources/committees/access-justice-commission
TOM,

We are so grateful for your vision to start a new law firm, your patience with us, your great wisdom generously imparted for the asking, and above all else — your friendship over these past 35 years. And, importantly, hearty congratulations for celebrating 50 years of outstanding legal practice in New Hampshire. The State is a better place because of you.

Fondly,

Your Rath, Young and Pignatelli, P.C. colleagues
Congratulations

Bill Chapman

We congratulate Bill Chapman, our friend and colleague, on 50 years of service to his clients, leadership in his community, and dedication to the principle:

“The law is not about what you can do, but what you should do.”

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Germaine Blaszka

Attorneys at Law

Congratulations to

John Korbey

50 Year Member

New Hampshire Bar Association

It is an honor to celebrate the achievement of this milestone with Jack and to thank him for his exemplary service to the profession as both a Judge and a practitioner.

Congratulations to all who have been members of the Bar Association for 50 years.

Congratulations

Richard Spencer on your 50th Anniversary As a Member of the New Hampshire Bar Association.

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Manchester & Lebanon, NH
CONGRATULATIONS
BRUCE FELMELY AND BILL GLAHN!

From everyone at McLane Middleton, we congratulate you on 50 influential years of legal service.

We would like to congratulate Douglas F. Green for 50 years in the practice of law.

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The NHBA Mentor Advice Program (MAP) seeks experienced attorneys to help newer ones transition to the New Hampshire legal community and succeed in their practices.

Volunteering as a mentor is rewarding, fun, and a great way to “pay it forward.”

For additional information or to volunteer, contact Misty Griffith, our Member Services Coordinator at (603) 715-3227 or mgriffith@nhbar.org

Share Your Experience & Knowledge
With the Next Generation of New Hampshire Attorneys
We congratulate our Law Partner, Mentor and Friend as he celebrates 50 years of practice. We were honored to learn and grow under your leadership. Thank you for your positive influence on the legal profession and in each of our lives.
When the Granite State’s longest-practicing attorney, George Walker, started practicing law in 1954, he couldn’t have imagined that 68 years later, he’d still gladly be coming into the office. In a recent interview with the Bar News, he said: “I find it a little disconcerting to think about what I’d be doing if I weren’t coming in. I look forward to coming into the office.”

The same spirit of commitment to the law and to clients was also present in the four other attorneys interviewed. With a combined 327 years of practice, George Walker, Victor Dahar, Bob Welts, Al Casassa, and Jack Middleton have been serving their clients through multiple generations and shaping the legal landscape of New Hampshire.

These attorneys, like this year’s 50-year attorneys, have borne witness to momentous social and political change. They have also fostered relationships with clients that span generations. Because of their experience and integrity, they have gained a wisdom that is invaluable. For those who continue to practice through these ever-changing times, Victor Dahar has some words of advice. His 64 years of practice in Manchester, combined with a dry sense of humor and a love of the work he does, is an example of the sagacity and love of law that so many attorneys bring to New Hampshire.

Asked what he does to stay healthy to keep coming in each day, Dahar said: “Oh, I don’t know. Get an annual physical. Go see a doctor when you’re not feeling good, and keep your fingers crossed. I’ve been lucky. I’m 92 years old, but I’m in here every day early in the morning until 4 or 5 o’clock. I used to come in at 6 a.m. and now it’s 7:30. Point is, when you get in the habit of getting up early you can’t break that habit. A lot of people see going to work as something they have to do. We go to work because we enjoy it.”

Read the full article in the June 2022 issue of Bar News at nhbar.org/still-going-strong/

Below: Jack Middleton (center front) with some of his firm’s attorneys at the 2022 NHBA Annual Meeting.
This Guide is intended to provide general guidance to attorneys as to steps to take to protect your clients’ interest, as well as preserve the assets of your practice. While situations will be different, the concept of having a plan in place that everyone knows about and agrees with is vital. We’ve also included several customizable forms to facilitate the process.