



*The Commonwealth of Massachusetts*

ADMINISTRATIVE OFFICE OF THE TRIAL COURT

Two Center Plaza

Boston, Massachusetts 02108

ROBERT A. MULLIGAN  
Chief Justice for  
Administration & Management

**MEMORANDUM**

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TO: Chief Justices of the Trial Court  
First Justices of the Trial Court  
Clerk Magistrates of the Trial Court  
Clerks of Court of the Trial Court  
Registers of Probate of the Trial Court  
Recorder of the Land Court Department  
Chief Probation Officers of the Trial Court  
Court Administrators of the Trial Court  
Commissioner of Probation  
Jury Commissioner

FROM: *RAM* Robert A. Mulligan, Chief Justice for Administration and Management

DATE: September 29, 2008

RE: **Legal Holidays, Calendar Year 2009**

Pursuant to G.L. c. 4, s. 7, below is a list of the legal holidays for **calendar year 2009** and the dates on which each will be observed:

New Year's Day	January 1 (Thursday)
Dr. Martin Luther King, Jr. Day	January 19 (Monday)
Presidents' Day	February 16 (Monday)
Evacuation Day (in Suffolk County)	March 17 (Tuesday)*
Patriots' Day	April 20 (Monday)
Memorial Day	May 25 (Monday)
Bunker Hill Day (in Suffolk County)	June 17 (Wednesday)*
Independence Day	July 4 (Saturday)**
Labor Day	September 7 (Monday)

Columbus Day	October 12 (Monday)
Veterans' Day	November 11 (Wednesday)
Thanksgiving Day	November 26 (Thursday)
Christmas Day	December 25 (Friday)

\*Suffolk County Courts will be closed on Tuesday, March 17, 2009 and Wednesday, June 17, 2009 with the exception of the Administrative Offices of the Trial Court which will remain open. The Land Court will also be open on March 17, 2009 and June 17, 2009. Locations outside of Suffolk County must maintain regular business operations on Tuesday, March 17, 2009 and Wednesday, June 17, 2009. However, all employees working outside of Suffolk County, or employees in Suffolk County who are required to work, are eligible to receive an alternate day off with pay in lieu of these holidays to be taken in accordance with the provisions contained in the applicable Collective Bargaining Agreements or the Personnel Policies and Procedures Manual.

\*\*Pursuant to G.L. c. 4, § 7, holidays that fall on a Saturday must be observed on that day and normal business operations will be maintained on the preceding Friday and following Monday. Next year, Independence Day, July 4, 2009 will be celebrated on a Saturday. Therefore, all employees of the Trial Court will receive an alternate day off with pay in lieu of July 4, 2009 to be taken in accordance with the provisions contained in the applicable Collective Bargaining Agreements or the Personnel Policies and Procedures Manual.

The eligibility of an employee for an alternate day off and the administration of such days off will be in accordance with the provisions of the "Holiday" Article contained in the applicable Collective Bargaining Agreements or the Personnel Policies and Procedures Manual.

An alternate day off requires the prior approval of the employee's department head in order to ensure that there are sufficient personnel in each department to process the business of the court and serve the needs of the public.

Please post this memorandum in a conspicuous location in order to disseminate this information to the employees in your office. Thank you.

cc: Robert P. Panneton, Chief of Staff  
 Trial Court Administrative Office Directors