



**Town of Arlington
Legal Department**

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To: Arlington Select Board
Cc: James Feeney, Town Manager
From: Michael C. Cunningham, Town Counsel
Date: July 17, 2025
Re: Town Manager Contract Renewal Provision

I write to refer the Board to Section 13 of the Town Manager's Contract, a contract that is set to expire on July 31, 2026. Section 13 of the contract requires that the Board provide the Manager with at least one year's written notice if it does not intend to renew the agreement and seek to enter into a new contract to extend Mr. Feeney's tenure as Arlington's Town Manager beyond July 31, 2026.

Conversely, if the Board does intend to renew the agreement with Mr. Feeney and seek to have him serve as Town Manager beyond July 31, 2026, it must provide at least one year's notice of that intention. Accordingly, it is noted that the deadline to provide written notice to Mr.

Feeney of the Select Board's intentions regarding non-renewal or a potential successor agreement is July 31, 2025. For the Board's reference, the relevant section of the contract reads as follows:

"13. Non-Renewal of Employment Contract.

Should the Board decide not to renew this Agreement, the Board shall provide the Town Manager with a written notice of its intent not to renew at least twelve (12) months prior to the expiration date of this Agreement. If the Board intends to renew this Agreement, it shall notify the Town Manager of its intent in writing at least (12) months prior to the expiration date of this Agreement, and the parties shall commence negotiation of a mutually acceptable successor agreement."

This matter is set on the Board's agenda for its upcoming meeting on July 21, 2025.

Please contact me directly if you have any questions regarding this matter. Thank you.