

Montgomery Center Cemetery Commission

September 3, 2026

Minutes

View Recording: <https://youtu.be/Yge9jrG4a1o>

In Attendance: Cindy Gilchrist, Jen Wirth, Jade Kelly Dixson-Boles, Annie Purrier

Visitors: Chris Dixson-Boles

Meeting called to order at 7:00PM.

1. Review and make any changes to the agenda: Added: How do we know who is authorized to be buried in a plot?
2. Review and approve notes from 6 August 2026 meeting. Cindy proposed to amend the minutes to add "Action Item 0806-02: Create a proposal for cemetery expansion, to include an area for green burial."

Cindy motioned to approve the minutes as amended. Seconded by Jade Kelly. Passed 4-0.

3. Grounds / maintenance

Walkthrough found one broken monument that needs attention, and some monuments leaning, and corner markers popping out of the ground. There are some trees that need attention. Motion by Jade Kelly to contact Charlie Hancock for help with a tree management proposal. Seconded by Cindy. Passed 4-0.

4. Selling Plots

Board has not been able to find receipts for plots that have been purchased.

The "board" (map of cemetery with plots marked with name of buyers) is the official record. Names of purchasers are written on the Cemetery board. A mark is added for each burial in the plot, but does not indicate whether the burial was a full adult body, child or infant, or cremains.

Any cemetery commissioner can sell plots, but need to confirm with the map, and visual inspection of the site.

Going forward, it would be good to record more contact information (telephone, email), who is authorized to be buried in the plot, and next of kin when a plot is purchased. Cindy will update the lot purchase form to include this information.

Corner markers are required at the time of plot purchase. Charles Purrier and Lyndol Elkins used to install the corner markers. Need to check the current price of corner markers and installation. Jen will contact Champlain Monuments to check on the cornerstone cost.

Annie Purrier announced that she is resigning from the board.

5. Burials

Need to have better records about who is buried in each plot. Jade Kelly will compare the existing spreadsheet data with the cemetery monuments. There was discussion about green burials. No action taken.

6. Discuss Cemetery Commission merger(s) (Cindy)

The Village Cemetery Commission voted unanimously in favor of merging. Cindy will work on the merger process and new bylaws. Cindy distributed a draft of new bylaws for review by the board.

7. Review, update, and add action items

Date-#	Action	Responsible	Deadline	Status
0702-01	Sign oath of Office	New commissioners: Jen Wirth, Annie Purrier, Ryland Purrier	6 Aug 2026	No updates from Ryland. Cindy will contact Ryland.
0702-02	Follow up with Jeff Lawyer re: installation of corner markers that have been purchased	Jade Kelly Dixson-Boles		

Date-#	Action	Responsible	Deadline	Status
0702-04	Contact Nancy Lumbra to learn what's been done to computerized Center Cemetery records and how to maintain the system & records going forward	Jade Kelly Dixson-Boles, Cindy Gilchrist		In progress. Jade will follow up with Liz to locate the computerized records
0806-01	Draft new rules & bylaws	Cindy Gilchrist	3 Sep 2026	First draft distributed at meeting.
0806-02	Create a proposal for cemetery expansion, to include an area for green burial.	Group project		
0903-01	Update plot purchase receipt with placeholders for price	Cindy Gilchrist	1 Oct 2026	
0903-02	Contact Champlain Monuments about the cost for corner markers, and other options for corner markers, and do some market research on lot costs.	Jen Wirth		
0903-03	Follow up with Kalsmith about possible lot purchase. Follow up on Martell plot inquiry.	Jade Kelly Dixson-Boles		
0903-04	Survey cemetery and reconcile with cemetery map and spreadsheet.	Jade Kelly Dixson-Boles		
0903-05	Work with Charlie, Liz on the merger process			

8. Motion to Adjourn by Jade Kelly, seconded by Cindy. Meeting adjourned 3-0 at 8:10PM.