

Brandywine Valley Scenic Byway Commission
Thursday, December 04, 2025, 7:00 PM (both In-person at CFT and ZOOM)
ZOOM Meeting ID: 857 2265 0304 Passcode: 230057

ZOOM Link:

<https://us02web.zoom.us/j/85722650304?pwd=w4R78ER8NcZhM6Ep3RVLdV7twFdwqr.1>

Phone Call in number: 309-205-3325 (US) AGENDA

Meeting Minutes

In Attendance:

Rich Phifer (East Bradford Township, Chester County) - Chair
David Scranton (Pocopson Township, Chester County) – Vice Chair
John Haedrich (Kennett Township, Chester County– Treasurer via zoom
Kathleen Goodier (Chadds Ford Township, Delaware County)
Helene Badeau (Chadds Ford Township, Delaware County)
Jim Haigney (East Bradford Township, Chester County) – Secretary

Public:

Janet Flynn (PennDOT) via zoom
Crystal Crampton (KURK) via zoom
Maree Forbes Gaughan (Advisor, National Travel Center) via zoom

Absent:

Sarah Mims (Pocopson Township, Chester County)
Lois Saunders (Advisor)

Call to Order

The meeting was called to order by Rich Phifer at 7:06 pm.

Announcements and Public Comment

No announcements or Public Comment

Routine Business

Review & Approval of October 23, 2025 Meeting Minutes

Upon motion by David Scranton, seconded by Jim Haigney, the minutes of the October 23, 2025 meeting were approved.

Treasurer’s Report for the period 10/21/25 to 11/23/25

TRUIST CHECKING ...1824

Previous checking balance as of 10/20/25: \$775.14

Income for the period: None

Expense items:

Truist CC Payment 11/10/25 \$185.09 – Balance due (see October CC report)

Truist Service Fee – 11/21/25 \$12.00 (for balance less than \$1500)

Expense items for the period: \$197.09

Truist Checking balance as of 11/23/25: \$578.05

Pending check payments: None

TRUIST CREDIT CARD

Credit card balance as of 11/23/2025: None
Pending CC charges: None

Fulton Bank CDs

Note – No CDs exist at Fulton as of 9/3/25.

Fulton Bank MMA (Money Market Account ...0877)

Previous balance as of 10/20/25: \$ 3603.50

10/31/25 – Interest \$1.68

11/23/25 – Ending Balance - \$3,605.18

Upon motion by Rich Phifer, seconded by David Scranton, the Treasurer's Report was approved.

Old Business

BVNSB

Website Development – The Commission discussed the status of the website development and next steps to complete and close out the website:

Action on BVSB Website Hosting Invoice (NTC) in the amount of \$239.40.

Rich Phifer asked Maree Forbes Gaughan if these invoices will be transferred over to the BVSB upon completion. Maree confirmed that the future invoices would be transferred to the Commission. Rich Phifer then made a motion and Jim Haigney seconded the motion to pay the invoice in the amount of \$239.40. All voted in favor of the motion.

Action on BVSB Website Development Invoice (NTC) in the amount of \$1,500.

Rich mentioned that we paused work on this project to focus on the AACHAF pines project. Rich would like the Commission to focus on the website to bring it to completion. With that in mind, Rich Phifer made a motion and David Scranton seconded the motion to approve the National Travel Center invoice in the amount of \$1,500. All voted in favor of the motion.

Maree mentioned that there are two outstanding items remaining to be completed:

1) Maree asked the Commissioners if they would prefer a list of restaurants and shops to be added to the website, and whether or not the Commissioners have a means of updating the list. Rich Phifer stated that his preference would be to provide a link to the Visitor's bureau in lieu of listing restaurant links. Jim Haigney agreed with Rich's suggestion. David Scranton mentioned a link to a Facebook page with pinned post that may be useful at a future date. Maree intends to finalize the website by January 10th, 2026.

2) Maree asked the Commissioners if they would like to link to the Chester County Tourism Visitor's bureau and the Delaware County Visitor's website? The Commissioners agreed that a link to both County Visitor's Bureau websites would be preferred.

Enhancement of Local Community Values and Discussion of Public Survey.

Rich Phifer wanted to thank Janet Flynn, representative for PennDOT, for attending the meeting tonight, and he mentioned discussion of the public survey to allow for connectivity with the other Pennsylvania Byways. Rich asked David Scranton for his input. David mentioned that he put research on hold until such time that Kate Morganstern can attend Commission meetings next year. Discussion ensued on the subject of the Pennsylvania State Byways list. Janet Flynn mentioned that the byway list is slated to be updated. Janet did not have a time frame for the updates. Rich and Janet then discussed one item for a public survey would be traffic calming. Rich suggested the subject be tabled to next month when the new commissioners arrive.

Harriet Tubman Underground Railroad (HTUGRR)

Tri-State UGRR Trail Coordination

John distributed an update to the Commissioners via email on November 15, 2025. Given the recent initiation of action by the CCPC to restart the VPP Grant and complete the work while excluding the BVBSB and NTC, John Haedrich convened a Special Committee (SC) consisting of John Haedrich, Rich Phifer, John Snook, Mark Slouf, and NTC. David Scranton was later added to the Special Committee. The Special Committee learned that the CCPC work would focus on the sites designated for Trails 2 and 3 (sites further geographically from our Byway). The Special Committee decided to focus on moving ahead with plans for Trail 1, which has the Pines as the gateway. John asked the Commissioners what they would want the website to look like in terms of style and presentation (The Special Committee landed on Maryland's UGRR website as an inspiration) Maree Forbes Gaughan has reached out to Maryland's travel bureau for some input and is waiting for a response. It was agreed by the Commissioners that the Commission should focus our efforts on Trail #1. John is furthering efforts with the subcommittee.

HTUGRR Heritage Tourism Trail

The Commission discussed the status of the Website and the next steps to complete and integrate the Website with the BVBSB website. David Scranton expressed concern that we complete the website as soon as possible given next year's Chester County 250th celebration. Rich Phifer suggested the website structures be distributed to the Commissioners to review during the month of December in order to stay on track for finalizing the website in January, 2026. Maree Forbes Gaughan promised to distribute the website format to the Commissioners.

Action on Trail 1 Development Invoice (NTC) in the amount of \$1,500

David Scranton made a motion to pay the NTC Trail 1 development invoice in the amount of \$1,500 dollars. Kathleen Goodier seconded the motion. All voted in favor of the motion.

HTUGRR Website

Regarding discussion of the BVBSB objectives and strategy with respect to the HTUGRR website, Rich Phifer and Maree Forbes Gaughan feel that it may be premature to discuss objectives and strategy at this time and that the matter be readdressed during the February meeting.

Walkable Chadds Ford <https://www.chaddsfordpa.gov/open-spaces/page/walkable-chadds-ford>

Helene Badeau informed the Commission that the trail is being now being constructed, and that Chadds Ford Township intends to maintain the trail in the same manner that the Township maintains the park trails.

BVSB Kennett Township Project "The Pines"

Planning Study and Discussion of Public Relations efforts and Press Release

John Haedrich stated that the final report was issued to the AACHAF on October 5th, and an email was received on Tuesday, December 2, 2025. John and Maree Forbes Gaughan met with the AACHAF, and they requested that architectural details be reincorporated into the study. Maree will address this comment along with other minor comments and resubmit the report. John and Maree feel that there are no major obstacles to finalizing the report.

DCED LSA Statewide Grant Application

The application is pending due to the PA Budget Impasse.

BVSB Corridor Signage

Twin Bridges Plaque

Kathleen distributed photos of the plaques that are now mounted on the bridge. Kathleen also showed a photo of a large sign installed by PennDOT for the Pennsylvania Scenic River System, and she was curious as to how that sign was installed without a wanted to know how the Pennsylvania Scenic River System organization managed to have a large sign installed on the bridge while the BVSBC has had difficulty with PennDOT supplying maker signs for byway. Janet Flynn mentioned that she would look into the matter.

Consider Twin Bridges Rural Historic District PHMC Historical Marker

Kathleen mentioned that the Byway Commission pursuing a PHMC Historical marker may be of interest to the Commission. The Commissioners agreed to focus on this in 2026.

National Scenic Byway Foundation

Action Item to Consider Annual NSBF Membership Renewal.

Rich Phifer made a motion and David Scranton seconded the motion to renew the NSBF membership in the amount of \$200. All voted in favor of the motion.

New Business

Byway (Tri-fold) Brochure Examples

David Scranton prepared and distributed sample brochures of the BVSBC and HTUGRR Byways with QR codes directing people to the websites. David suggested that the pamphlets be distributed in tourist racks at the member Townships as well as other Visitor Bureaus and that he can have 500 pamphlets printed for 250 dollars. David mentioned that brochures could be implemented once the websites are established.

Byway Social Media Site Establishment

David Scranton mentioned that we would table the social media establishment to a later date.

2026 BVSBC Budget

John Haedrich presented the 2026 draft budget. John suggested that \$3,000 dollars be held in prudent reserve and that the remaining \$17,000+/- be utilized for budget items. Rich Phifer made a motion to approve the 2026 draft budget. Kathleen Goodier seconded the motion – all voted in favor of the motion.

January 2026 Meeting Date and Elections for Chair and Secretary

Rich Phifer proposed the 4th Thursday January 22, 2026 as a date to appoint the new positions. All members agreed to the date.

Adjournment

Upon motion by Rich Phifer, seconded by Kathleen Goodier, the meeting was adjourned at 8:27 pm.

**Next meeting –
January 22, 2025**