

27th Annual Planning Symposium

March 5, 2015

PRESENTERS

Keynote Consensus Baseline Analysis: Who Does What and What It Costs



Kathy Murphy Pietrafesa

Kathy Murphy Pietrafesa is the Chair of the Board of SYRACUSE 20/20 and has been a member of the board since it was established. SYRACUSE 20/20 was created to advocate on issues impacting the quality of life in Syracuse and the region. Kathy worked for the NYS Senate for fifteen years and has held many volunteer positions including chairing the City Women's Commission, serving on the City Planning Commission, and representing NYS on the Board of the National Conference of State Legislatures (NCSL). Kathy is currently leading the staff support to Consensus, the Commission on Local Government.



Hon. Mark Nicotra

Mark is a lifelong resident of the Town of Salina, growing up in Lyncourt. Mark started his work career just a few blocks away from the Nicotra homestead, at Lyncourt Drug. During his six years there, Mark did just about everything. Most importantly he interacted with customers, which first gave him a great sense of the community. Upon graduation from college in 1994, Mark moved on to WSTM-TV where he worked as a photojournalist (whose tasks included videotaping news events as they happen) for a total of 11 years. From 2002-2003, Mark worked as a Constituent Services Representative for New York State Senator John DeFrancisco.

In 2001, Mark was elected to represent Salina's 4th Ward (Lyncourt and Galeville) as Town Councilor. He served in that capacity for 3 terms from 2002-2007. In 2007, Mark was elected as Salina Town Supervisor and has been serving in that capacity ever since.

Mark has been an active member of many organizations, including a Commission Member of CONSENSUS, former Board Member of the Syracuse Regional Airport Authority, 40 Under 40 (2009 Class), Lector/Lifelong Communicant at St. Daniel's Church, Former Board Member of L'Arche Syracuse, Inc.,

President of Lincoln Republican Club, Member of Italian American Athletic Club, Member of Liverpool Chamber of Commerce, and Member of Plank Road Chamber of Commerce. Mark received his education from Bishop Grimes High School, Onondaga Community College and Fredonia State University.



Hon. Mark Olson

Mark was born and raised in Fayetteville with his seven brothers and sisters, graduated from the Fayetteville-Manlius School district and is very proud to be raising his family in Fayetteville. Mark is currently Vice President of Sales Marketing for Gerharz Equipment in East Syracuse. He has been a member of the Fayetteville Fire Department since 1981, currently serving as Captain, and has been Assistant Treasurer of the Fireman's Association.

Mark was elected as a Fayetteville Village Trustee in 1996 and re-elected in 2000 and has served as liaison to the planning, zoning and historic boards as well as celebrations and buildings and grounds and in his second term as trustee he served as liaison to the Fayetteville Senior Center and Fayetteville Free Library. Mark was elected to the Mayor's office in April of 2004.

BREAKOUT SESSION PRESENTERS

Robert F. Baldwin, Jr.

Session: *Case Law Update for Planning and Zoning*

Robert F. Baldwin, Jr. is a partner in the Syracuse Law Firm of Baldwin & Sutphen, LLP. Mr. Baldwin has over 35 years of legal experience and has published and lectured extensively on various legal topics. He is a member of the New York and Florida Bars and has practiced before various Federal courts. He has been a municipal attorney, representing a local village, together with its planning and zoning boards, for over 25 years and has prosecuted and defended actions involving municipalities, including code enforcement and Article 78 Proceedings. Mr. Baldwin is a Martindale Hubbell rated "AV" attorney and has been honored in "Best Lawyers in America" and "Who's Who in American Law" for over 25 years.

Nadine C. Bell

Session: *Planning and Zoning: A Brief Introduction*

Ms. Bell graduated early from the State University of New York at Geneseo College with a B.A. in Sociology and a minor in Environmental Studies in 1998. At SUNY Geneseo, she was a member of Alpha Kappa Delta, the International Sociology Honor Society. Ms. Bell received her Juris Doctor from the University at Buffalo Law School in 2002. While in Law School, Ms. Bell won first place in the Intramural ABA Mediation Advocacy Competition, allowing her to participate in the program's Regional Competition. Ms. Bell also served as Publications Editor and Book Review Editor for the Buffalo Environmental Law Journal. In addition to New York State, she is admitted to practice law in the Commonwealth of Pennsylvania and the U.S. District Court for the Middle and Eastern Districts in Pennsylvania and the Northern District of New York.

After practicing law for a private firm in Pennsylvania, Ms. Bell joined Costello, Cooney & Fearon, PLLC in 2007 and is a partner in the firm. A member of the municipal law practice group at the firm, her practice focuses on the areas of municipal law, land use and zoning, with emphasis in regulatory interpretation and compliance, legislation, code litigation and environmental law. Ms. Bell also has experience representing municipal and private clients in a variety of commercial and residential zoning and land development issues. In this capacity, Ms. Bell has had the privilege and opportunity to represent such entities as wireless communication companies, nonprofit organizations, school districts, and municipal town, village and city zoning and planning boards; as well as serving as special counsel for a governing county body.

Ms. Bell is a member of the New York State Bar Association, Onondaga County Bar Association, Madison County Bar Association and the Pennsylvania Bar Association. Ms. Bell also held the office of Secretary of the Lancaster Bar Association. In addition to her professional interests, Ms. Bell is active in many community organizations. She has participated as a Junior Achievement volunteer and served on the Board of Directors for the American Red Cross of the Susquehanna Valley and as Chairwoman of the organization's Public Support Committee. In her capacity as Chairwoman of the Public Support Committee, she was also on the Executive Committee for the Red Cross. Currently, Ms. Bell is on the Board of Directors for BRiDGES, Madison County Council on Alcoholism and Substance Abuse, Inc. and is on the Board of Trustees for Oneida Healthcare.

Suzanne Beyeler

Session: *Land Prioritization and Conservation in Your Municipality*

Dr. Suzanne Beyeler is a Research Associate in the Department of Natural Resources at Cornell University and has coordinated the Hudson River Estuary Biodiversity Monitoring Program since 2009. Her monitoring and research efforts focus on the status and distribution of important wildlife populations, data collection and survey techniques, and threats to biodiversity. Suzanne holds a Ph.D. in Natural Resources and Environmental Sciences from the University of Illinois Urbana-Champaign and a Master's degree in Environmental Science from the Institute of Environmental Sciences at Miami University.

Patricia Burke

Sessions: *Revising Zoning, Planning and Zoning: A Brief Introduction and White Elephants*

Patricia Burke is a Land Use Training Specialist with the New York State Department of State. Prior to her service at the Department of State, she worked at the New York State Office of Real Property Services. Ms. Burke holds a master's degree in Regional Planning from the State University of New York at Albany, with an environmental concentration that studied wind turbine planning considerations, and a Bachelor of Arts in Political Science from St. John Fisher College in Rochester. Prior to her public service, she was an editor for a national legal publishing firm.

Diane Carlton

Sessions: *Basic State Environmental Quality Review Act (SEQRA) and Advanced SEQRA and Endangered Species Act: Resources to Assist with Environmental Reviews*

Diane Carlton is the Regional Director for Public Affairs and Education for the New York State Department of Environmental Conservation in Syracuse, New York. Her job includes public outreach and education regarding DEC programs and policies, working with the media, updating the DEC's website, facilitating public meetings, and writing and editing DEC publications. Diane is a certified planner; before working for the DEC she was the Otsego County Planning Director (Cooperstown, NY) for over 10 years where she assisted many local planning and town boards with SEQRA. Diane also is an adjunct professor at SUNY/Oneonta where she teaches courses on environmental planning and environmental impact assessment, which includes NEPA and SEQRA. She sits on the board of directors for the Upstate New York Chapter of the American Planning Association. Diane has a Master's of Public Administration in Environmental Planning from the University of Delaware and a Bachelor's degree in history and environmental studies from SUNY/Geneseo.

Jason Deshaies

Session: *Mapping Resources Available to Assist with Planning and Zoning Board Reviews*

Jason joined the SMTC in 2007 and is currently a senior transportation analyst with the agency. Jason earned his Bachelor of Science degree in environmental science. His work at SMTC includes Geographic Information System (GIS) mapping and analysis as well as travel demand modeling. Prior to joining the SMTC, Jason worked in the private sector as a GIS planner and ecologist.

Kevin Gilligan

Session: *Revising Zoning*

Mr. Gilligan, a 1972 graduate of Hobart College (B.A.), received his Juris Doctor from Syracuse University in 1979. In addition to graduating magna cum laude, Mr. Gilligan received the Paul Shipman Andrews Award for leadership and was named to the Order of the Coif (top 10% of graduates), the Justinian Honor Society and the Dean's List. While at Syracuse, Mr. Gilligan served as Research Assistant to the late Prof. Robert Anderson, nationally renowned author of American Law of Zoning, New York Zoning Law and Practice and numerous other works dealing with issues of land use law. Mr. Gilligan joined Costello, Cooney & Fearon, PLLC in 1979 and became a partner of the firm in January, 1985. In addition to New York Courts, Mr. Gilligan is admitted to practice before Federal Court for the Northern and Western Districts of New York and the United States Supreme Court.

Mr. Gilligan heads the environmental law, land use and municipal practice groups at Costello, Cooney & Fearon, PLLC. He has represented numerous public and private clients before various agencies, boards and courts. Much of his practice is advisory in nature, guiding clients through the maze of federal, state and local regulations in these fields. Mr. Gilligan is experienced in a wide range of environmental and land use issues, including permits, enforcement actions, audits, hazardous waste, environmental reviews, regulatory interpretation and compliance, landfill closure, sewage treatment, variances, special permits, zone changes, site plan reviews, municipal finance, legislation, development, subdivisions, planning and zoning.

Mr. Gilligan co-authored Major Land Use Laws in New York, National Business Institute (1991) and Health Law Update, Environmental Law/Land Use Section, Lorman Education Services (1994). He is much in demand as a lecturer in both environmental and land use topics. He is a member of the Onondaga County, New York State and American Bar Associations where he belongs to both the environmental and municipal sections, serving as Chair of the County Bar's Municipal Law Committee. He is also a member of the Onondaga County, New York State and American Planning Federations.

Long a community activist, Mr. Gilligan was elected to the Onondaga County Legislature in 1991, serving one term before leaving office and becoming counsel to that body. While in the Legislature, Mr. Gilligan served as Chairman of the Public Works Committee and Vice Chairman of the Health Committee, key players in major Central New York environmental issues. In addition, Mr. Gilligan is Chairman of the local U.S. Air Force Academy Advisory Committee and is a member of the Board of Directors, Vietnam Veterans Leadership Program.

Thomas Goodfellow

Session: *MacIntyre Commons: A Case Study in Brownfield Redevelopment, Community Character, and Environmental Integrity*

Mr. Goodfellow is the President of Goodfellow Construction Management Ltd. He has over 30 years of experience in construction, real estate development, and construction management. As a graduate of Fayetteville Manlius High School and Syracuse University, he has planned and developed over 300 single family building lots and has built over 70 homes. As a construction manager he has managed close to one million square feet of office/retail space. Tom finds great pleasure in renovating and finding the hidden gems of real estate.

Catherine Hamlin

Sessions: *Agricultural Districts Law and Local Zoning: What Agricultural Activities are Protected from Local Zoning and What Activities in Agricultural Districts Can Zoning Regulate?* and *White Elephants*

Catherine Hamlin has been with the Department of State as a Land Use Training Specialist since 2007. Previously, she worked as the Washington County Planner for more than five years. Catherine earned both her Bachelor of Arts Degree and her Master's Degree from the State University of New York at Albany. Her post-graduate course work focused on urban issues and planning, with independent study in the areas of smart growth and new urbanism. Catherine resides in Glens Falls where she has been active in her community and the region, serving on various boards and committees, including the Glens Falls City Planning Board; the Queensbury/Glens Falls Joint Committee on Smart Growth; the Champlain Watershed Improvement Coalition of New York; and the Adirondack Resource, Conservation and Development Council.

Charlotte (Chuckie) Holstein

Session: *Shaping an Age-Friendly CNY*

Charlotte (Chuckie) Holstein is founder and Executive Director of F.O.C.U.S. Greater Syracuse, a citizen driven organization that fosters change in Central New York by enabling citizens to work together with government, nonprofit organizations, and businesses to improve the quality of life and economic future of citizens living in Central New York.

In honor of her service to national and international communities, in 1998 she received an honorary degree, Doctor of Humane Letters, from LeMoyne College.

She is an Honorary Vice President of the American Jewish Committee where she chaired the National Committee on the Role of Women and participated in the AJC sponsored "Women's Interreligious Mission" to Egypt, Syria, Jordan, and Israel. She delivered a paper on elderly women at the 1985 United Nations NGO Conference for Women in Nairobi, Kenya and led an AJC delegation to the 1995 U.N. World Conference in Beijing, China. She co-led a delegation to four countries in South America where they met with the President of each country. She also met with Pope John Paul at his residence in the Vatican.

On October 16th, 2007 the City of Syracuse Mayor Matthew J. Driscoll proclaimed the day as "Charlotte (Chuckie) Holstein Commitment to Community Day" and planted a red maple tree downtown in her honor. In June, 2010 she was named F.O.C.U.S. "Wisdom Keeper" and a plaque was installed in the Wisdom Keeper Garden adjacent to City Hall Commons.

She is the recipient of many national and local awards for citizen trusteeship. The State of New York Court of Appeals appointed Holstein a member of the Board of Trustees of the New York State Lawyer's Fund for Client Protection. She is also a member of the Central New York District Board for Key Bank. In 2007 she was one of the Civic Ventures and Atlantic Philanthropies national Purpose Prize awardees for community service by senior citizens.

She served for 13 years as chair of Loretto, a multi-service cluster of organizations that provides care for older people. She spearheaded the development of The Nottingham, the first retirement community in New York State. Loretto honored her by naming the Loretto Administration building the "Charlotte G. Holstein Administration Building". Holstein was Vice-chair of the board at Manlius Pebble Hill School during the merger of the Manlius Military Academy and Pebble Hill School.

She is a founder of Leadership Greater Syracuse and Youth Leadership Greater Syracuse, the Syracuse Commission for Women, Meals on Wheels, and the City/County Office on Aging. Chuckie also served President Jimmy Carter on the Advisory Committee for the White House Conferences on Families, Governor Nelson Rockefeller on the New York State Board of Social Welfare, and Governor Hugh Carey as a member of the New York State Division for Youth. In partnership with University College of Syracuse University, she was instrumental in founding the "Citizens' Academy", a course of study about government. A graduate of SUNY College at Brockport, she served on the board of the Brockport Foundation. She has spoken to groups abroad and at home on a variety of topics. A number of her speeches and articles have been published.

Don Jordan

Session: *Mapping Resources Available to Assist with Planning and Zoning Board Reviews*

Don Jordan is the Deputy Director of the Syracuse-Onondaga County Planning Agency as well as Assistant Director for GIS Services. He has more than 18 years of experience utilizing geographic information systems for a wide variety of planning and local government applications.

John Langey

Session: *Agricultural Districts Law and Local Zoning: What Agricultural Activities are Protected from Local Zoning and What Activities in Agricultural Districts Can Zoning Regulate?*

Mr. Langey joined Costello, Cooney & Fearon, PLLC in 1990 and is a partner in the firm. He graduated cum laude from SUNY Potsdam (1987) and is a magna cum laude graduate of the University of Buffalo School of Law (1990). Mr. Langey was admitted to the New York State and Federal District Court Bars in 1990. He is a multiyear member of the Publication Best Lawyers in America and has been voted an “AV” lawyer on Martindale-Hubbell’s Attorney Rating System.

Mr. Langey has extensive experience in municipal, environmental and labor and employment law. As a partner and co-chair of the firm’s Municipal and Land Use Law Practice Groups, he works with towns, villages, cities and counties on a wide variety of legal issues, including zoning, agreements, finance and subdivision review. He has formed and provides legal advice on over one-hundred special districts, including water, sewer, lighting and drainage districts. Mr. Langey has represented both municipalities and private individuals in Article 78 litigation as well. His experience includes the defense and prosecution of tax certiorari proceedings in State Supreme Court. He holds a certificate in State and Local Government Law from the University of Buffalo School of Law. Mr. Langey is a co-author of Major Land Use Laws in New York (NBI) and has lectured to numerous municipal boards and college students on the issues of SEQR, Land Use and Municipal Law. He is a frequent lecturer for the Onondaga County Planning Federation.

Mr. Langey’s environmental practice ranges from the representation of local business interests to large corporate clients on a litany of areas including Superfund, hazardous waste litigation, above and underground storage tanks, SEQR and permitting. He is a co-author of a number of environmental seminars and provides in-house training and seminars to local boards and businesses on issues and procedures of the State Environmental Quality Review Act.

Mr. Langey represents the firm’s private and public employment clients on a number of labor related matters. He serves as labor and employment counsel for a number of public and private entities and offers advice on all employment law issues including discipline, wage and hours, employment and other matters routinely faced by employers. Mr. Langey has practiced before the PERB and the NLRB on issues of union organization, grievances and arbitration. Much of his practice is advisory in nature, guiding clients through the maze of federal and state statute regulations in the field of Labor Law, as well as advice and litigation in the area of collective bargaining. Mr. Langey is also active in the firm’s employment litigation practice, and has extensive experience in employment termination and discrimination claims.

Jason Martin

Session: *Land Prioritization and Conservation in Your Municipality*

Dr. Jason Martin is a Postdoctoral Research Associate in the Department of Natural Resources at Cornell University where he works in partnership with the Hudson River Estuary Program/New York State Department of Environmental Conservation (NYSDEC) to develop ecological connectivity models for and within the Hudson River Estuary Watershed. Jason earned a Ph.D. in Wildlife Ecology from the University of Florida and a M.S. degree in Natural Resources and Environmental Sciences from the University of Illinois Urbana-Champaign.

Aaron McKeon

Session: *Mapping Resources Available to Assist with Planning and Zoning Board Reviews*

Aaron McKeon, AICP, has been a transportation planner with the Syracuse Metropolitan Transportation Council since 2010. His previous experience includes work as a consultant and seven years as an environmental planner with the California Department of Transportation in Sacramento, where his focus was on the land use and socioeconomic impacts of transportation projects. Aaron is a graduate of the University of Rochester and of Cornell University’s Master of Regional Planning program.

Elizabeth Newbold

Session: *Land Prioritization and Conservation in Your Municipality*

Elizabeth has worked from the Finger Lakes Land Trust since 2011. Her position is shared with Cornell Cooperative Extension of Yates County. For Extension, she does agricultural economic and natural resources programming, working closely with the Master Forest Owner Volunteers. For the Land Trust, she works directly with landowners who are interested in protecting their properties with conservation easements. She also works closely with the Department of Agriculture and Markets’ purchase of development rights program which works to protect farmland across the state.

Zachary Odell

Session: *Land Prioritization and Conservation in Your Municipality*

Zachary Odell has worked in the field of conservation over the past 15 years; currently employed by the Finger Lakes Land Trust since 2013 as the Director of Land Protection. This position focuses on working with private individuals, municipalities, state and federal partners, and other conservation groups on protecting natural resources through land acquisition and conservation easements. Additionally, Zack is involved in conservation planning, strengthening partnerships, and educational community outreach. Zack holds a Bachelor's in Science, a Master's in Science, and is a certified biology and earth science teacher.

Noelle Rayman

Session: *Advanced SEQRA and Endangered Species Act: Resources to Assist with Environmental Reviews*

Noelle Rayman is an Endangered Species Biologist with the U.S. Fish and Wildlife Service's New York Field Office in Cortland. She has been at this office since April 2009 where she works primarily on Endangered Species, landscape conservation initiatives and federal projects that require permits under the Clean Water Act and the Rivers and Harbors Act. She has years of experience in reviewing projects that involve the creation, restoration or enhancement of streams and wetlands. Noelle is the lead endangered species biologist at the New York Field Office for New England cottontail, bog turtle in the Hudson Valley area and Karner blue butterfly conservation. She also works on the bat disease White-nose Syndrome, and the eastern hellbender. Noelle received her Master's degree in biology at Buffalo State College in 2010.

Tom Rhoads

Session: *The Wastewater System in Onondaga County*

Tom Rhoads is the commissioner of the Onondaga County Department of Water Environment Protection. Appointed by County Executive Joanne M. Mahoney, Mr. Rhoads leads a highly skilled work team of almost 400 county employees dedicated to protecting and improving the water environment in a cost-effective manner, ensuring the health and sustainability of our community and economy through the use of green infrastructure as well as traditional treatment facilities.

Previously, Mr. Rhoads was the executive director of the Onondaga County Resource Recovery Agency, and prior to that a county administrator and county engineer in Central Pennsylvania, including over a dozen years of engagement in planning, zoning, and economic development practices. He has also worked in the private sector on engineering and construction projects throughout the United States and also operated his own engineering business for several years.

Mr. Rhoads has a degree in Civil Engineering, a Masters in Business Administration, and a professional engineer's license to complement his thirty years of public service experience.

Jane E. Rice

Session: *MacIntyre Commons: A Case Study in Brownfield Redevelopment, Community Character, and Environmental Integrity*

Jane Rice is a Principal at Environmental Design & Research, Landscape Architecture, Engineering and Environmental Services, D.P.C. and has more than 20 years of professional experience as a land use and community planner. Her areas of expertise include waterfront community planning, inter-municipal planning, growth management analysis, zoning and land use regulations analysis and development, and community visioning and outreach. Ms. Rice earned a Master of Landscape Architecture from State University of New York College of Environmental Science and Forestry and a Juris Doctorate from Creighton University. She serves as a member of the American Institute of Certified Planners, the Onondaga County Planning Federation, the American Planning Association, the Syracuse Parks Conservancy Board of Directors, and as Chairperson for the Planning Board in Fayetteville, New York. Over the past twenty years, Ms. Rice has facilitated many communities through community visioning and smart growth analysis and the development of zoning codes, land use regulations, and other incentives that support smart growth, farmland protection, and open space conservation. As chairperson of the Village of Fayetteville Planning Board, Ms. Rice has overseen the approval of several successful redevelopment projects in the Village of Fayetteville.

Adam Schnell

Session: Introduction to Solar Policy

Adam works with industry stakeholders to lower the cost of solar and ensure the adoption of solar energy best practices. Adam works with municipalities to facilitate the creation of model solar zoning language and currently oversees the implementation of statewide streamlined permitting efforts. Prior to becoming a NYS Solar Ombudsman, he worked on workforce development and energy efficiency initiatives for NYSERDA. Adam also worked for the New York State Senate's Program Council Office as a Research Analyst and has served as an intern for the City of Albany Planning Department's Land Use Office. Adam holds a BA in Political Science and a MA in Urban and Regional Planning from the University at Albany.

Robert Somers

Session: Agricultural Districts Law and Local Zoning: What Agricultural Activities are Protected from Local Zoning and What Activities in Agricultural Districts Can Zoning Regulate?

Robert Somers is the Manager of the Agricultural Protection Unit of the New York State Department of Agriculture and Markets. Bob has been with the Department since 1993 and is responsible for the administration of the Agricultural Districts Law and the Agricultural and Farmland Protection Program. His work is focused on "right-to-farm" issues, such as sound agricultural practices, unreasonably restrictive ordinances, and agricultural impact statements. Bob graduated in 1986 with a Doctor of Philosophy Degree in Forest Soils from the SUNY College of Environmental Science and Forestry and his undergraduate and graduate education was in forestry and natural resource administration.

Justin Strachan

Session: Introduction to Solar Policy

Justin works on making solar more affordable in New York by expanding and strengthening the financing options for PV systems. Currently, Justin is leading the New York State Financing Options working group, implementing a community solarize program, and working to educate policy makers and stakeholders about financing mechanisms for solar. Justin comes to CUNY from NASA, where he coordinated the New York City Research Initiative, working to engage students in the fields of climate change, aerospace engineering, and robotics. Prior to NASA, Justin also interned with PACENow, researching and comparing all of the Property Assessed Clean Energy (PACE) legislation in the U.S. Justin has a MA in U.S. History from Hunter College, where he focused on the history of climate change, and a BA in U.S. History from the University of Arizona.

Jamie Sutphen

Session: Case Law Update for Planning and Zoning

Jamie Lynn Sutphen is a partner in the Syracuse Law Firm of Baldwin & Sutphen, LLP. Ms. Sutphen's practice includes representation of municipal planning and zoning boards as well as town boards on land planning issues. As a member of a town board appointed committee, she was recently instrumental in advising the Town of DeWitt on the comprehensive redrafting of the town zoning and planning codes. Ms. Sutphen also represents clients on matters of development and zoning before various municipal boards and is currently the planning board attorney for the Town of DeWitt and Village of Baldwinsville. She has frequently represented both municipal and landowner clients on Article 78 proceedings involving zoning and planning issues. Ms. Sutphen is a member of the Onondaga County Bar Association and serves on the Board of Directors of the Onondaga County Planning Federation where she recently assisted in the redrafting of the Federation by-laws. Ms. Sutphen is a graduate of Temple University School of Law and is a member in good standing of the New York, New Jersey and Pennsylvania Bar Associations.