



**MINUTES**  
**BOARD OF POLICE COMMISSIONERS**  
May 12, 2025 at 5:00 p.m.

**PRESENT:** Commissioner J. Dimmock, Commissioner C. Gamble, Commissioner M. Gelinas, Commissioner R. Brule, Commissioner T. Sheridan

**DEPARTMENT:** Chief M. Balestracci, Lieutenant D. Ferland, Lieutenant N. VanOverloop, Lieutenant P. Flanagan, Officer A. Reed

**CALL TO ORDER AND ESTABLISH A QUORUM:**

Commissioner Dimmock called the meeting to order at 5:00 p.m. in the General Meeting Room of the Waterford Police Department. A Quorum was established.

**PLEDGE OF ALLEGIANCE**

**PUBLIC INPUT:**

**ACCEPTANCE OF MINUTES:**

**MOTION:** Made by Commissioner Gelinas and seconded by Commissioner Gamble to accept the April 14, 2025 Regular Meeting minutes. Commissioner Sheridan abstained. Motion passed.

**CORRESPONDENCE:**

None.

### **TRAFFIC COMMISSION REVIEW:**

Traffic Report was received.

### **CHIEF'S REPORT:**

- a. K9 Reports for April  
April report was received.
- b. Youth Reports for April  
April report was received.
- c. Investigative Services for April  
April report was received.
- d. Training Report for April  
April report was received.
- e. Support Services Report for April  
April report was received.
- f. Patrol Report for April  
April report was received.
- g. Animal Control Report for April  
April report was received.
- h. Community Engagement Report for April  
April report was received.

### **OLD BUSINESS:**

- a. Recording Commission Meetings – There was a discussion of whether or not to schedule future BOPC meetings in the Town Hall auditorium. Changing the location to the auditorium would allow the meetings to be live-streamed and recorded once the cameras are live. The Commission agreed that future meetings will take place at the Town Hall.

### **NEW BUSINESS:**

- a. Discussion of out-of-series transfers – Chief Balestracci advised the BOPC of the budget transfers that were submitted to Finance. The Chief was granted out-of-series transfer authority at the March BOPC meeting.

b. Police Commission nominations for the term starting June 1, 2025 as follows:

M. Gelinas, Chairperson  
T. Sheridan, Vice-Chairperson  
C. Gamble, Secretary

**MOTION:** Made by Commissioner Dimmock and seconded by Commissioner Brule to accept nominations. Motion passed unanimously.

Chief Balestracci requested that the Local Traffic Authority review and vote on the traffic study findings regarding the school building project located at 51 Daniels Avenue.

**MOTION:** Made by Commissioner Sheridan and seconded by Commissioner Gamble to concur with the findings of the study. Motion passed unanimously.

**MOTION:** Made by Commissioner Sheridan and seconded by Commissioner Gamble to adjourn the meeting at 5:29 p.m. Motion passed unanimously.

Respectfully submitted by:



Diane E. Driscoll  
Recording Secretary

## Marc Balestracci

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**From:** Jack Lowe <Jack.Lowe@fando.com>  
**Sent:** Wednesday, May 7, 2025 2:03 PM  
**To:** Marc Balestracci  
**Cc:** Gina Musinski; Mark Vertucci  
**Subject:** Request - LTA Concurrence - 51 Daniels Avenue, Waterford, CT  
**Attachments:** Traffic Information.pdf; 06 Overall Site Plan.pdf

**CAUTION: This email originated from outside of the organization.**

**Do not click links or open attachments unless you recognize the sender's email address and know the content is safe.**

Good afternoon Mr. Balestracci,

The LEARN Regional Education Service Center proposes to demolish the existing 41,946 SF school located at 51 Daniels Avenue in Waterford, CT and replace it with a combined magnet elementary school and daycare and will require an Administrative Decision review by OSTA. The combined magnet elementary school and daycare will consist of 574 students, with 526 students expected to occupy the magnet elementary school and 48 students to occupy the daycare center. The proposed development will consist of 233 total parking spaces, with 7 of those being ADA compliant spaces. The site is located on the south side of Daniels Avenue and upon construction, full access to the site will be provided via a single two-way site driveway on Daniels Avenue.

The expected site generated traffic data was calculated using existing empirical data from the *ITE Trip Generation Manual, 11th Edition, 2021*. The ITE Manual indicates that for a charter elementary school comprised of 526 students, a total of 550 vehicle trips (286 entering, 264 exiting) are anticipated during the weekday morning peak hour and a total of 374 vehicle trips (183 entering, 191 exiting) are anticipated during the weekday afternoon peak hour. The daycare center comprised of 48 students will total 40 vehicle trips (21 entering, 19 exiting) during the weekday morning peak hour and 40 vehicle trips (19 entering, 21 exiting) during the weekday afternoon peak hour. Overall, the site will generate 590 total vehicle trips in the weekday morning peak hour (307 entering, 283 exiting) and 414 total vehicle trips in the weekday afternoon peak hour (202 entering, 212 exiting). Turning movement diagrams under the "Traffic Information" PDF have been attached to this email for reference.

As part of this review, OSTA requires confirmation from the Local Traffic Authority indicating concurrence with our assessment that the development will have no substantial impact on the state highway system. The closest state roadway is Route 156 (Rope Ferry Road) located approximately 0.4 miles south of the site. Please find attached overall site plan PDF for reference.

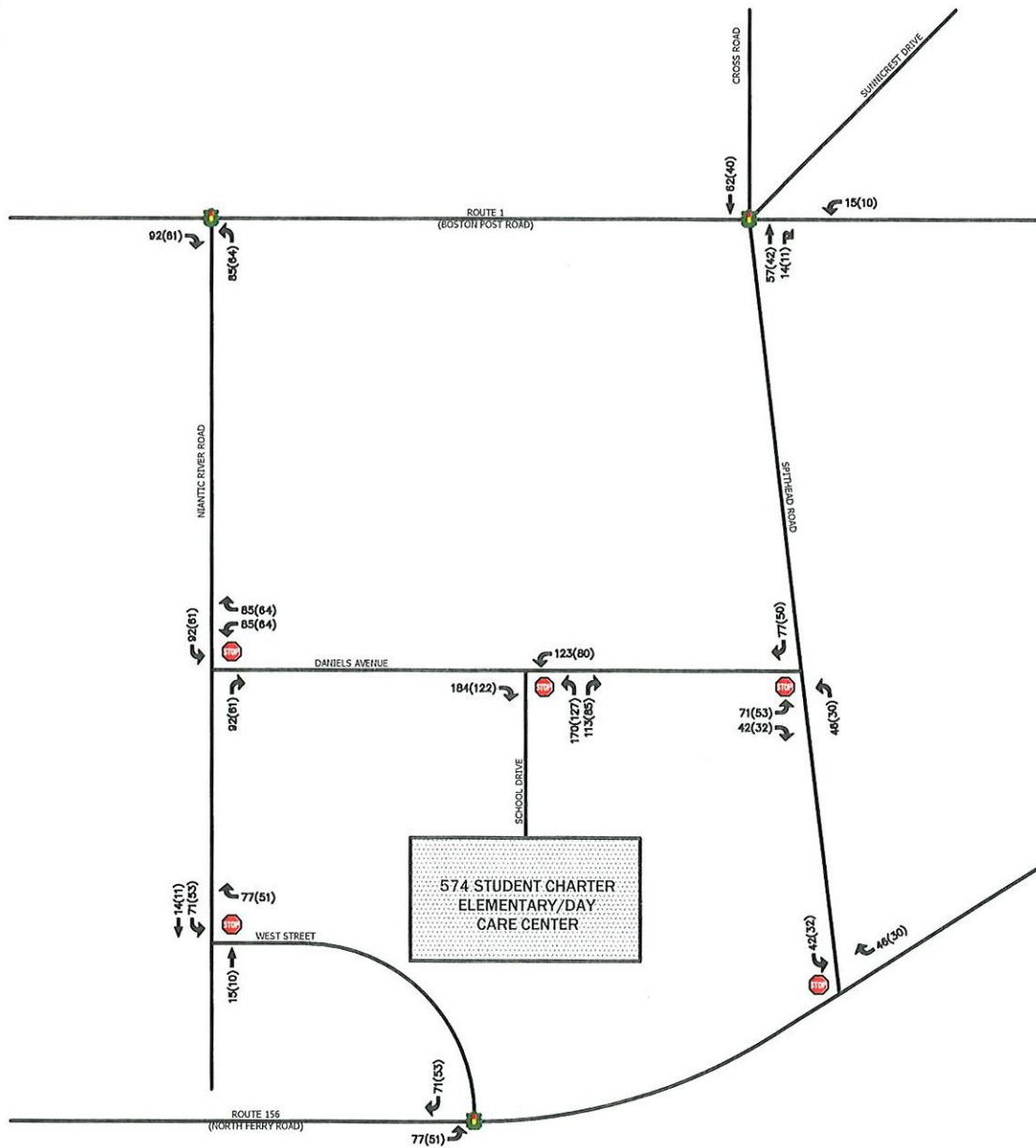
**As a part of the OSTA Administrative Decision review, we are requesting your concurrence with our assessment that the proposed development will have no substantial impact on the state highway system. A response to this email indicating your concurrence will be sufficient.**

If you have any questions, please let me know!

Best,

Jack Lowe, EIT  
Traffic Engineer

**FUSS & O'NEILL**



| SITE GENERATED TRAFFIC VOLUMES      |              |              |      |       |              |      |       |
|-------------------------------------|--------------|--------------|------|-------|--------------|------|-------|
| LAND USE CODE                       | QUANTITY     | AM PEAK HOUR |      |       | PM PEAK HOUR |      |       |
|                                     |              | ENTER        | EXIT | TOTAL | ENTER        | EXIT | TOTAL |
| LUC 536 - CHARTER ELEMENTARY SCHOOL | 526 STUDENTS | 266          | 264  | 550   | 183          | 191  | 374   |
| LUC 565 - DAY CARE CENTER           | 48 STUDENTS  | 21           | 19   | 40    | 19           | 21   | 40    |
| SUBTOTAL                            |              | 307          | 283  | 590   | 202          | 212  | 414   |

|                     |  |
|---------------------|--|
| SCALE:              |  |
| HORZ.: NOT TO SCALE |  |
| VERT.:              |  |
| DATUM:              |  |
| HORZ.:              |  |
| VERT.:              |  |

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NEWMAN ARCHITECTS, PC

SITE GENERATED TRAFFIC VOLUMES

LEARN EARLY CHILDHOOD SCHOOL TIS

WATERFORD

CONNECTICUT

PROJ. No.: 20220883.A50  
DATE: 04/29/2025

FIG. 4

