

National Roads Authority
Minutes of the Thirty-First Meeting of the Board of Directors
held at the NRA Offices, 370 North Sound Road, George Town,
Grand Cayman, Thursday, November 02, 2006 at 2:00p.m.

Present: Troy Whittaker Deputy Chairman
Colford Scott
Justin Wood
Dean Walton
Edward Howard
Michael Barnett
Gina Ebanks-Petrie
Carson Ebanks

Lois A. Hall-Vaughan Executive Secretary

Apologies: J L Hurlston Chairman
Debra Welcome
Kenross Conolly

Absent: Nicholas Johnson
Frank McCoy
Steve McField
Gary Rankin

1. Call to Order

The Deputy Chairman called the meeting to order at 2:14p.m. in the absence of the Chairman who is on vacation.

2. Minutes of previous meetings

Amendment to 3 (ii) a. 3rd paragraph, to read 'Costing from a paving plant acquired and submitted to the Minister (approximately \$0.9mil)' instead of 'Costing from a paving plant acquired and submitted to the Minister (approximately \$9mil).

Amendment to 4 Financial Report 2nd paragraph to read 'It was suggested that a Finance Committee be established to deal with the financial affairs of the NRA before it reaches the Board. Members of this committee are Messrs. Lemuel Hurlston, Troy Whittaker, Steve McField and Michael Barnett' and not 'It was suggested that a subcommittee conduct an assessment of pension benefits to NRA employees before it is presented to the Board.'

Amendment to 4 Financial Report to omit last sentence of 3rd paragraph 'The 2005/2006 is ongoing'.

The Minutes of the previous meeting was accepted and seconded as presented.

3. Matters Arising

(i) General Report

a. Staff

Draft copies of the Personnel Policy Manual were circulated to members. A team will review the policy and report its recommendations to the Board with a final draft/proposal.

(ii) **Projects**

a. Paving

Paving operations were done in the 'Swamp area' of George Town. Roads done were Cypros Rd., Washington Rd., Crackle Rd., Greenwood Drive and Brushy Avenue.

Paving of the Bodden Town Library Parking Lot and the 'dance area' for the East End Civic Centre (for Pirates Week) is to be done shortly.

A draft Policy of Paving is to be done by the Ministry.

b. Paving/Kerbs/Drains – Roundabout, Elgin Ave/Connector Highway

The roundabout has been assigned to Cayman National Bank. Approval has been given for landscaping and CNB is to liaise with the NRA to do the contract.

It was noted that a drain is needed by Cayman Business Park to deal with the level of water that collects when it rains.

The cost to complete the connector highway requested by the Minister was forwarded to him today.

c. Esterley Tibbetts Highway Extension

Work continues on this project.

Issues (underperformance) with the contractor doing the kerb work are being worked on. It was suggested that an alternate contractor be contracted to complete the work.

Paving is expected to commence when the kerb work is completed.

A meeting is to be arranged with the Department of Agriculture in regards to the provision of plants and the cost, to compare with quotes received from private plant nurseries.

The wall at Buckingham Place is to be subcontracted and will be done when Mr. Peter Ogden returns from leave.

Street lights done at the Lime Tree roundabout. Pole bases are in place to Raleigh Quay. No lights currently in place at the Ritz bridge. Wooden poles (for lights) have been placed temporarily on areas with geotextile and will provide a nominal degree of lighting.

Some drains have been placed partially under the sidewalk and an unique drain fixture is to be done for these drains.

The bulk of the 'clean up' operation has been done however clean up is still to be done in some areas.

d. Lower End of The Bay

The preliminary engineering design from APEC and costing was received (the preliminary estimate in the \$3 – 4 mil range) and forwarded to the Minister. However the Minister is not satisfied with this quote and is currently looking at cheaper alternatives.

e. NRA Annual Report

The Annual Report (2004/2005) is being compiled, for tabling in Parliament and will become a public document once it is tabled. A draft is to be presented at the next meeting.

f. Retreat – Board of Directors/Senior Managers

A meeting of the Board members was held on Tuesday, September 26, 2006 to decide on the Terms of Reference and the consultants to conduct the review. The Terms of Reference was reviewed by the Ministry's Permanent Secretary and the Deputy Chairman. It was decided that letters (invitation to Tender) will be sent to Deloitte, KPMG and Premier HR Management Solutions.

g. The Road Plan

It was noted that details of this plans needs to be discussed as well as funding.

h. East/West Arterial

ARUP consultants have been considered for this project however local consultants are being considered as they are more familiar with the local layout, drainage system etc.

i. Access Request – Esterley Tibbetts Highway

A request by Naul Bodden to be granted road access was presented to the Board. Handouts with five access options were handed out for review by the Board. This matter has been deferred to the next Projects meeting.

j. Infinity Broadband

A complaint was received from the Complaints Commission re Infinity Broadband request to meet with the NRA in regards to laying cables under the roads. A reply was sent to the Complaints Commissioner noting that a request was made by the NRA to see Infinity Broadband's license to conduct the request which . The question was raised on how many utility companies do we allow to lay cables on a 30' – 100' road corridor? It was suggested that Mr. Peter Ogden who attends the Utilities Meetings raise the matter at the next scheduled meeting (in the absence of C&W and other

related companies) to be held November 15, 2006. Mr. Justin Wood attends these meetings and will report to the Board. This is for the next Projects Meeting.

k. Parker's Parking area – North Sound Rd.

It was noted that there is an urgent need to look at this parking area and the effect it has on this intersection. This is to be discussed at the next Projects Meeting.

l. Savannah Gully

The PS, Min. of CW&I attended a meeting scheduled October 24, 2006 held to present alternative solutions to reduce and mitigate the flooding due to storm surge in this area. Three alternatives were presented with alternative #3 being recommended.

m. Road Fund

A letter requesting a breakdown of actual revenue placed in the Road Fund for 04/05 and 05/06 was sent to the Financial Secretary. Response received via email.

4. **Other Business**

1. North Sound Rd. expansion

Base work in regards to the expansion of the North Sound Rd. has begun.

Issues with a claim by S. 23(1) of the FOI Law are being sorted out with a possibility of looking at a land swap instead of compensation.

Sidewalks by the Humane Society, Byron's Car Care Centre & Kirk Office are to be dealt with for this expansion.

2. NRA 2

The Minister has requested a breakdown (how it is spent) of NRA 2 which is a recurrent budget that deals with e.g. salaries, wages, electricity funds, street lights, fuel, repair of vehicles and road maintenance. This is to be done.

3. Streetlight Inventory

The inventory of streetlights is now being conducted in the Eastern Districts and North Side and is expected to be completed in the next two weeks.

4. Post of Senior Superintendent

The Board's approval was being sought for the appointment of a Senior Superintendent to operate the Cartegraph program, guide day to day operations and do follow up with work orders. It was noted that the draft Job Description and advertisement are to be revised. Approval granted.

5. Request for vehicles

It was noted that there was a need for vehicles to transport the paving and bush cutting crew around. Two small crew cab trucks (Hyundai's) were identified for this need and approval requested for purchase. Approval granted.

6. Vacuum Truck

The vacuum truck on order is currently in Tampa hopefully on its way to the Cayman Islands.

7. Proposed Widening of road by Lions Centre

It was noted that traffic is 'bottlenecked' at Hurleys (Grand Harbour) and the Minister has requested a costing for the proposed widening of the road by the Lions Centre. It was suggested that the Police be present to ensure motorists turn right but go to the roundabout and come back down.

6. **Next Meeting**

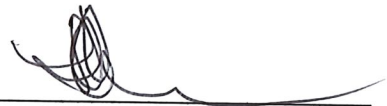
The next meeting is scheduled for Thursday, November 16, 2006.

7. **Adjournment**

The meeting was adjourned at 3:40 pm.



Signature
Board Chairman
Confirmation of Minutes – 02.11.06
Date: 16.11.06



Signature
Executive Secretary
Seconded: Confirmation of Minutes
Date: 16.11.06