

National Roads Authority
Minutes of the Thirtieth Meeting of the Board of Directors
held at the NRA Offices, 370 North Sound Road, George Town,
Grand Cayman, Thursday, October 5, 2006 at 2:00p.m.

Present: J L Hurlston Chairman
Troy Whittaker Deputy Chairman
Colford Scott
Justin Wood
Dean Walton
Edward Howard
Michael Barnett
Carson Ebanks
Denis Thibeault (invited)

Lois A. Hall-Vaughan Executive Secretary

Apologies: Debra Welcome

Absent: Gina Ebanks-Petrie
Nicholas Johnson
Kenross Conolly
Steve McField
Gary Rankin
Frank McCoy

1. Call to Order

The Chairman called the meeting to order at 2:15p.m. and convened with a word of prayer by Mr. Barnett

2. Minutes of previous meetings

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

A formal dedication of the new paving equipment is to be done shortly. Paving operations are expected to be done on Portland Road, with Hinds Way scheduled to be done when this is completed.

Costing for a paving plant is currently being acquired.

It was suggested that Mr. Dean Walton (Board Member) head a sub group for patching and paving to look at what is to be done, team available and report to the Board at the next meeting.

- b. Paving/Kerbs/Drains – Roundabout, Elgin Ave/Connector Highway
The roundabout has been assigned to Cayman National Bank. Documents for signature by the Ministry and CNB are being prepared.
- c. Esterley Tibbetts Highway Extension
Work continues on this project.

A 'soft opening' ceremony of this project was held on Thursday, September 28, 2006 7:00am at the corner of Raleigh Quay and West Bay Rd. In attendance were the Governor His Excellency Stuart Jack and his wife Mrs. Jack, Hon. Min. Arden McLean and his wife, the Leader of Government Business, Hon. Min. Kurt Tibbetts, a representative from West Bay and other members of the MLA. Members of the NRA staff especially the road construction crews were also in attendance. Two lanes of traffic with a speed limit of 25mph will be opened from 6am to 7pm daily. This is due to insufficient lighting currently on the highway. Feedback from the public has been very good so far as this has alleviated much of the traffic congestion on the West Bay Rd. The Hon. Min. A. McLean expressed his gratitude to the staff and road crews of the NRA. He noted that the road crew will now be 'wrapping up' this project to move on to an even bigger project, the East/West Arterial.

Street lights are currently being installed. Kerb work is expected to commence shortly after experiencing problems with the kerbing machine. One pedestrian crossing has been completed with two others being done. Gratings for the drains are expected shortly and will be installed when the kerbs are done and this will be followed by paving.

It was proposed that landscaping (to beautify the project) was to be done north of Lime Tree Bay roundabout to Raleigh Quay. However the original landscaping plan for Peninsula Way median has been cancelled as per request of the Hon. Minister due to legal issues. Hence the main dual carriageway median will consist of natural vegetation by the NRA's monthly grass cutting schedule (similar to other locations such as Lawrence Boulevard's median and the Hyatt roundabout. The Department of Agriculture is to be contacted in regards to the provision of plants and the cost, to compare with quotes received from private plant nurseries.

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 was received however the costing still outstanding expected to be received shortly.

- e. NRA Annual Report
The Annual Report (2204/2005) is being compiled, for tabling in Parliament and will become a public document once it is tabled.

- f. Retreat – Board of Directors/Senior Managers
The retreat planned for September 22- 24, 06 was held at the Brac Reef, Cayman Brac. Mr. Kenny Ryan, District Commissioner, Cayman Brac and his wife attended the cocktail dinner on Friday, September 22, 2006. It was noted that a few of the proposed objectives were achieved although the actual proposed agenda was not fully dealt with. It was decided at the retreat that an organizational review of the NRA be done. This will look at the current structure to enhance the communication system (internal and external), skill utilization, work process and a strategic plan. A second review will look at the performance outcomes and appraisals to see if employees are performing satisfactorily. 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. This will be done by the Ministry's Permanent Secretary to be circulated to the Board. The Ministry will be responsible for the cost of this review.

- g. The Road Plan
It was noted that details of this plans needs to be discussed as well as funding.

4. **Other Business**

- 1. East/West Arterial
Mr. Denis Thibeault (with the aid of maps and handouts) explained the proposed designs of this upcoming project. The estimated cost for this project is \$14.4 million and is expected to encompass two budget years (approximately three years). It was noted that the terrain for this project is much better than the Esterley Tibbetts Highway extension. It was suggested that an early schedule for aggregate be done to be stored at land cleared for stockpile. Approval has been given to use the proposed museum site (Poindexter Rd.) for stockpile. It was also suggested that in the interim the land for stockpile be cleared and completion of the design be done. Based on the weather pattern it was noted that it would be best to get most of the base work done in the first year (utilizing \$9million) and the balance of \$5million in the next year. It is hoped that by Christmas the Hon. Minister will be able to announce that the NRA has commenced on this project.

- 2. Esterley Tibbetts Highway – Extension into West Bay
Mr. Thibeault (with the aid of a map) explained the design for this proposed extension into West Bay.

- 3. Proposed Connector Road – Airport to Esterley Tibbetts Highway
This has been gazetted.

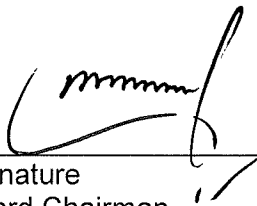
4. Access Request – Esterley Tibbetts Highway
A request by Naul Bodden to be granted road access was presented to the Board. Handouts with five access options were handed out for review by the Board. This matter has been deferred to the next meeting.
5. Log for requests/complaints
It was suggested that a master list be created (register or log) for requests from the public and the Minister as well as complaints received on projects. E.g. requests from the Hon. Minister received by the Managing Director, who it is forwarded to for action, action taken/when completed with a copy to the Chairman. This is for updating, follow up on requests which will be communicated to the Board.
6. Purchase of trucks
The Board approved the purchase of two Chevy Colorado trucks each of the Paving and Signs & Lines Crews. The vehicle currently be used by the Signs & Lines Crew is in the repair shop for transmission problems.
7. Infinity Broadband
A request was made from Infinity Broadband via email in regards to lay cables under the roads. 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). Mr. Justin Wood attends these meetings and will report to the Board.
8. Weekly Executive Meetings
It was noted that Executive Meetings are held weekly (Thursdays) with the Chairman of the Board, the Chief Officer in the Ministry, the Managing Director and Deputy Managing Director NRA in attendance at the Chairman's office. These meetings were previously held in an informal manner to bridge the perceived gap between the Ministry and the NRA. However as of Thursday, September 28, 2006 the meetings will be held in a formal manner with the Executive Secretary in attendance to document the meetings.

5. **Next Meeting**


The next meeting is scheduled for Thursday, October 19, 2006.

6. **Adjournment**

The meeting was adjourned at 5:00 pm.



Signature
Board Chairman
Confirmation of Minutes – 07.09.06
Date: 19.10.06



Signature
Executive Secretary
Seconded: Confirmation of Minutes
Date: 19.10.06