

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, October 19, 2006 at 2:00p.m.

Present: J L Hurlston Chairman
Troy Whittaker Deputy Chairman
Colford Scott
Justin Wood
Dean Walton
Edward Howard
Michael Barnett
Steve McField
Gary Rankin

Lois A. Hall-Vaughan Executive Secretary

Apologies: Debra Welcome
Carson Ebanks
Gina Ebanks-Petrie
Kenross Conolly

Absent: Nicholas Johnson
Frank McCoy

1. Call to Order

The Chairman called the meeting to order at 2:04p.m. and convened with a word of prayer.

2. Minutes of previous meetings

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

A formal dedication of the new paving equipment was done on October 18, 2006 in Tropical Gardens (with a photo shoot of the paving equipment in operation). Paving operations were done on Portland Road and Hinds Way prior to this dedication.

Paving is expected to commence in the 'Swamp area' of George Town. Roads to be done are Cypros Rd., Washington Rd., Crackle Rd., Greenwood Drive and Brushy Avenue. Drains are also expected to be done in this area.

Costing for a paving plant acquired and submitted to the Minister (approximately \$9mil) **Amendment:** '(approximately \$0.9mil)'. It was noted that the NRA does not presently have property to accommodate a paving plant and if required would have to be acquired with permission.

The Chairman thanked Mr. Dean Walton (Board Member) who headed a sub group for patching and paving to look at what is to be done, the team available.

It was suggested to keep the patching and paving teams separate. Maintain good standards for road maintenance and employ more persons if required.

It was noted that the NRA lab is not functioning and it is necessary for it to be functioning to check on the quality of hot mix asphalt used for patching and paving. Hot mix asphalt is checked when delivered for use on projects.

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 the drain by Red Cross needs to be looked at (possible clogged).

- c. Esterley Tibbetts Highway Extension
Work continues on this project.

Kerb work is being done with paving scheduled to commence when this 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.

A meeting has been scheduled with the Governors Harbour Home Owners Association and the Hon. Minister A. McLean for next week

j. Log for requests/complaints

A master list has been 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. Requests for speed humps will also be placed on this list.

k. 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. This is for the next Projects Meeting.

4. **Financial Report**

Copies of Financial Statements for 3 months ending September 30, 2006 were circulated by Mr. Michael Barnett who explained in summary the details of the statement.

It was suggested that a subcommittee conduct an assessment of pension benefits to NRA employees before it is presented to the Board. **Amendment:** '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.'

It was noted that field work have been completed for the 2005/2006 Financial Report and a draft is expected to be presented at the next scheduled Financial Report (Board Meeting). **Amendment:** Omit the following. The 2005/2006 is ongoing.

5. **Other Business**

1. 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. Awaiting response.

2. Request – Drain

A request was made for the drain by Merrimac Crescent in Northward to be boxed in. This is to be done.

3. Savannah Gully

A meeting has been scheduled for October 24, 2006 with the residents, the Hon. Minister A. McLean and the NRA to present alternative solutions to reduce and mitigate the flooding due to storm surge in this area.

4. Repainting of Signs & Lines – George Town/Bodden Town

In light of the upcoming conference (FCCA) organized by the Department of Tourism scheduled for October 31, 2006 the repainting of lines and improvement of signs are being done as well as bushing and sweeping.

5. Christmas Party

It was noted that there will be a function held for all departments under the Ministry of CW&I suggested to be held at Pedro Castle.

6. Use of NRA vehicles

The question arose if staff was allowed to take home NRA vehicles as the street sweeper has been seen in Midland Acres in the afternoons after work. This is to be looked into.

It was also questioned if the NRA rents out its equipment? This is not being done although it could be looked into as a potential income earner. It was suggested to include the abuse of company vehicles (subject to disciplinary action with possible termination) in the Personnel Policy

7. 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.

8. High Rock Rd.

It was noted that this road is in poor condition. This is to be reviewed with the possibility of an application of chip and spray.

9. Other issues - roads

It was noted that the Norwester season is soon and to look at roads on the harbour in need of repair.

Water Authority is about to begin replacing water pipes on Harbour Dr. Smith Rd. and Church St..

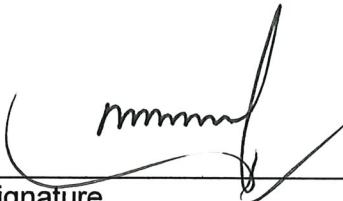
Sewage will be another issue in a few years.


6. **Next Meeting**

The next meeting is scheduled for Thursday, November 2, 2006.

7. **Adjournment**

The meeting was adjourned at 3:48 pm.



Signature
Board Chairman
Confirmation of Minutes – 19.10.06
Date: 02.11.06

Signature
Executive Secretary
Seconded: Confirmation of Minutes
Date: 02.11.06