

**National Roads Authority**  
**Minutes of the Thirty-Fifth Meeting of the Board of Directors**  
**held at the NRA Offices, 370 North Sound Road, George Town,**  
**Grand Cayman, Thursday, January 11, 2007 at 2:00p.m.**

**Present:**

|                      |                                |
|----------------------|--------------------------------|
| J L Hurlston         | Chairman                       |
| Troy Whittaker       | Deputy Chairman                |
| Edward Howard        | Acting MD                      |
| Justin Wood          |                                |
| Dean Walton          |                                |
| Michael Barnett      |                                |
| Gina Ebanks-Petrie   |                                |
| Kenross Conolly      |                                |
| Steve McField        |                                |
| Gary Rankin          |                                |
| Carson K. Ebanks     |                                |
| Denis Thibeault      | (invited - for Paul Parchment) |
| Lois A. Hall-Vaughan | Executive Secretary            |


**Apologies:**

|                |                        |
|----------------|------------------------|
| Debra Welcome  | on Sick Leave          |
| Paul Parchment | Acting Deputy MD - ill |

**Absent:** Frank McCoy

1. **Call to Order**  
The Chairman called the meeting to order at 2:10p.m. and convened with a word of prayer.
2. **Minutes of previous meetings**  
The Minutes of the meeting held December 7, 2006 were confirmed and accepted with minor amendments.
3. **Matters Arising**
  - (i) **General Report**
    - a. Staff  
The Personnel Policy Manual review is near completion. Amendments have been requested by the NRA in areas such as severance pay, annual vacation, acting allowance and duty allowance.
    - b. A Press Release was done advising of the appointments of the Acting MD and Acting Deputy MD.
    - d.

Redacted under Section 23 (1) of the FOI Law (2015 Revision)

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- e. Mr. Parchment had previously raised the concern for additional staff and presented a list of additional staff required. These were deferred pending the HR consultancy review.

- f. 

Redacted under section 23 (1) of the FOI Law (2015 Revision)

**(ii) Projects**

- a. Paving  
No major works have been scheduled until the third or fourth week in January as the crew foreman and paver operator are on vacation.
- 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.
- c. Esterley Tibbetts Highway Extension  
The NRA is to tender for building of the crash wall by Buckingham Place. The design has been done.

The Board has suggested that ARCP continue working on the kerbs and to subcontract another company (to possibly have three small contractors) to complete the kerb works.

- 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. The Minister has opted for the sheet pile wall design and the NRA has been instructed to liaise with PWD for information on companies through which sheet piles can be pre-ordered.
- e. Retreat – Board of Directors/Senior Managers – Org. Review  
The Board decided to accept the proposal from Premier HR Management and copies of this proposal were forwarded to the Board and Messrs. Howard and Parchment for review and response to the Chairman by January 18, 2007. At this date if

Broadband advising that a meeting will be scheduled on the return of Mr. Peter Ogden.

j. 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.**

k. Savannah Gully

The Minister has given the ok for the construction of a seawall on the ironshore in areas where the seawater breaches the ironshore and finds its way into the natural gully formation. Watler & Hislop and Cayman Engineering & Survey have fully completed fifteen boreholes trials in order to determine the composition of the rock and substrata in various locations. These samples have been sent to a certified lab in Florida with the results expected in two weeks.

l. Road Fund

It was suggested that a request be made to the Minister to seek an amendment to the law to turn over this fund to the NRA for management and investment control.

m. North Sound Rd. Expansion

Work is progressing well on this project with four lanes now completed. CUC is currently installing electrical ducts on the fifth lane which is to be paved on completion.

Work to be done for Industrial Services & Equipment Ltd. includes paving and stripping of parking lot and the moving of the store front to the side.

The angles for the turning lane at Portland Rd. and A L Thompson to be reviewed and possibly redone.

n. NRA 2

The Minister's request of 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 was done.

o. Streetlight Inventory

The data collection is now complete and being imputed on a spreadsheet for presentation to the Board.

It was suggested that cat eyes be placed in areas that are dark e.g. Spotts to Pedro. This has been requested by both the Police and motorists.

p. Proposed Widening of road by Lions Centre

Surveying and preliminary design was done for this project. The design was presented to the Board by Mr. Denis Thibeaut who

explained/discussed the various aspects of the design. The next step will be the gazetting of the land required for the widening.

q. NRA Annual Report

The Annual Report (04/05) is being compiled for tabling in Parliament and will become a public document once it is tabled. Copies were circulated to Board Members for review.

4. **Other Business**

1. Airport Rd. intersection

The preliminary design (with sidewalk, turn lanes, medians) completed on the proposed new roundabout. Some gazetting/land take is required for this project. The issue with drainage is still being worked on as this project requires connecting drains. It was noted that this was initially a catchment area which has not disappeared. The preliminary costing is being done for presentation to the Minister. The Board will be updated on the progress of this project.

It was suggested that the NRA request the Stormwater Management Committee be re-established to look at this project and report findings to the Board.

2. Accommodation of NRA Staff

The need to get the testing lab (mobile) functioning as soon as possible to ensure quality control of materials was noted. Also the need for a Sign Shop with machines for making signs (which are currently being imported). The possibility of utilizing a warehouse temporarily was suggested.

Availability of Government land and other locations are being looked at for the possibility of building new NRA offices. This is being done by Mr. Paul Parchment.

3. Cost of Living Increase

This was approved as granted to Civil Servants and is to be reflected in the January payroll for both bi-weekly and monthly paid staff.

4. Lawyer services for NRA

The Chairman enquired how would the Board go about hiring the services of a lawyer (e.g. for contracts)? It was suggested that this be looked at again when the organizational review is completed.

5. Change of Director

It was noted that Board Director Mr. Frank McCoy has been absent from a number of meetings without explanation. The Chairman has requested Mr. Carson Ebanks to speak with the Hon. Minister with a view to a replacement.

6. Traffic Count

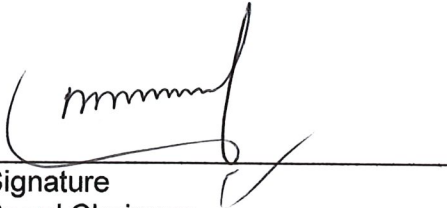
A proposal was presented to the Board for the much needed traffic count on the islands. It was suggested that another quote be acquired for review by the Board.

5. Next Meeting

The next meeting is scheduled for February 1, 2007 at the NRA Offices.

6. Adjournment

The meeting was adjourned at 5:00 pm.



Signature  
Board Chairman  
Confirmation of Minutes – 11.01.07  
Date: 01.02.07



Signature  
Executive Secretary  
Seconded: Confirmation of Minutes  
Date: 01.02.07