

National Roads Authority
Minutes of the Fifty-Second Meeting of the Board of Directors
held at the NRA Offices, 370 North Sound Road, George Town,
Grand Cayman, Thursday, August 30, 2007 at 2:00p.m.

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|-----------------|----------------------|---------------------|
| Present: | Errol L. Bush | Chairman |
| | Troy Whittaker | Deputy Chairman |
| | Dean Walton | |
| | Peter Milburn | |
| | Edward Howard | Acting MD |
| | Paul Parchment | Acting Deputy MD |
| | Lois A. Hall-Vaughan | Executive Secretary |

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|-------------------|----------------|---------------------------|
| Apologies: | Justin Wood | (on vacation) |
| | Gary Rankin | " |
| | Steve McField | " |
| | Gerard Pereira | " |
| | Troy Jacob | Nominee for Carson Ebanks |

1. Call to Order

The meeting was called to order at 2:30pm by the Chairman. It was noted that only four members were present as several members were on vacation. As a result the decision was made to do Item 4 on the Agenda (Report of Acting Managing Director on Current & Future Projects), copies of which was circulated.

2. Matters Arising

1. The Actg. MD's report included the following items which were discussed:
 - To date the NRA has laid approximately 32,000 tons of hot mix asphalt. Roads completed to date include:
 - Portland Rd.
 - Hinds Way
 - Arlene Avenue – Newlands
 - Hirst Rd
 - Randyke Gardens Genesis Close
 - Tropical Gardens
 - Shedden Rd
 - Eastern Avenue
 - North Sound Rd
 - Capt. E. L. Solomon subdivision (aka The Swamp)
 - Esterley Tibbetts Highway extension

- It was noted that the NRA has to tender for supply of hot mix asphalt costing over \$50,000. However the NRA foresees problems with one supplier meeting the demand and the Chairman has suggested that management speak with the other supplier for a special concession should this occur. It was also suggested that it is written in the contract that if the current supply plant is down for over a 12 hour period then the NRA is to approach the other supplier for supply of asphalt, and proper documentation be done should this occur.
- The Chairman noted that the NRA needs to get its Sign Shop operational as soon as possible. It was suggested that warehouse(s) (possible two or four depending on the size) with at least a 500 sq. ft. area be rented to accommodate this shop. Management is to look at what is available and the Board approved the renting of the warehouse(s).
- In regards to retrenching, it was suggested that a Service Level Agreement be done between the NRA and Water Authority with Water Authority being charged for retrenching work done by the NRA. Water Authority is to also advise the NRA on projected road works.
- It was noted that no funds are available for the completion of paving the Esterley Tibbetts Highway. With regards to the crash barriers, it was suggested that guard rails be installed instead and the Chairman is to make this recommendation to the Minister. Sections of the highway are also in need of re-grading and an estimate is to be done. It was also noted the need to place a 'NO RIGHT TURN' sign in the vicinity of the entrance to the new apartment complex recently opened on the highway.
- The Chairman has instructed Mr. Peter Milburn to speak with the Minister in regards to indigenous plants found in the proposed road corridor of the Linford Pierson Highway extension to see how best these plants can be protected (possible moved) prior to the road being constructed.
- The NRA is to project manage the construction of the Lower End of the Bay seawall, and it is suggested that this is also done for the Savannah Gully wall project.
- It is suggested that the NRA request a quote from a subcontractor to do the Airport Rd/Dorcy Drive roundabout/sidewalk/beautification project for comparison to an in-house quote.
- The following decisions were made by the Board and are to be ratified along with any other decisions/approvals made at this meeting.
 - a. Re access request by Gibson Edwards (current construction next to Vaults, Locks & Safe by the Butterfield roundabout) the NRA is to

recommend to Planning Dept. to suggest to Mr. Edwards that he negotiates sharing the current entrance to Vaults, Locks & Safe. Also the NRA is to construct a sidewalk to prevent access to the highway.

b. Re road encroachment in Fern Gardens by John Evans property, the NRA is to negotiate the purchase of the section of land in question.

- Management is to look at the best solution in regards to the road encroachment in Windsor Park (Denry Howell Apts. Blk 14E Par 188).

2. The Chairman is to meet Premier HR Management with a view to assisting with the provision of the services of a HR Manager until the post is filled in particular with the recruitment of urgently needed staff. The completion of the Staff Handbook is to be discussed with Premier HR Management by the Chairman and management.


3. The Chairman met with the Asst. Director of Finance and discussed loans for staff with homes in Jamaica affected by Hurricane Dean. Management is to look at how much to provide and to draft a contract which is to include a clause that makes the employee liable should they leave prior to the completion of paying the loan.

3. **Next Meeting**

The next meeting is scheduled for Thursday, September 13, 2007.

4. **Adjournment**

The meeting was adjourned at 5:17pm.



Signature
Board Chairman
Confirmation of Minutes – 30.08.07
Date: 13.09.07

Signature
Executive Secretary
Seconded: Confirmation of Minutes
Date: 13.09.07