

National Roads Authority
Minutes of the Fifty-Seventh Meeting of the Board of Directors
held at the NRA Offices, 370 North Sound Road, George Town,
Grand Cayman, Tuesday, November 13, 2007 at 2:00p.m.

Present:	Errol L. Bush	Chairman
	Troy Whittaker	Deputy Chairman
	Gary Rankin	
	Justin Wood	
	Troy Jacob	Nominee for Chief Officer (Min. CW&I)
	Steve McField	
	Peter Milburn	
	Edward Howard	Acting MD
	Lois A. Hall-Vaughan	Executive Secretary
Apologies:	Gerard Pereira	(illness)
	Paul Parchment	Acting Deputy MD
	Dean Walton	

1. Call to Order

The meeting was called to order at 2:13pm.

2. Confirmation of Minutes

The Minutes of Meeting held October 23, 2007 were confirmed with a minor amendment.

3. Matters Arising

1. Warehouse Rental – Sign Shop & Materials Testing Lab

The designs for the layout and shelving have been done. The electronic signs have been ordered and are on delivery. A quote for the plotter (for making signs) has been received. The Board approved the purchase of the plotter and the training of staff to operate the plotter.

2. Trench Repairs

Water Authority (WA) is set to begin working on the next section of Walkers Rd. It was noted that the trench repairs done by the WA is not acceptable and the NRA is to consult with the Director of the Water Authority re doing a better job on temporary repairs.

3. Crash Barriers – Esterley Tibbetts Highway extension

This project is just about ready to go to Tender locally. The existing crash barriers are to be re-filled with water however it is suggested that sand be used instead.

4. East/West Arterial

Paving on this project continues. Guard rails and crash barriers are to be installed except in the area of the proposed Frank Hall homes development. The Chairman has suggested that the NRA complete the curbs on the roundabouts and other works instead of waiting on the utilities companies to complete their mains. This was agreed on by the rest of the Board.

5. Savannah Gully Seawall Project

Representatives from Orth Rodgers met with the Savannah residents and members of the Board November 1, 2007 to discuss this project. This project has been approved by Cabinet and the NRA will go ahead and prepare Tender documents while awaiting information regarding Planning Department's permission to build.

6. Clarinda Bay Seawall

This project is ongoing with the rock face to commence early 2008. This project is expected to be completed by February 2008.

7. Lower End of the Bay Seawall

The Minister reviewed the Tender documents and had queries with the location of the access ramps.

8. Road Encroachment – Fern Circle (15C/150)

Lands & Survey is currently dealing with this matter. To assist Mr. Evans the NRA has requested Lands & Survey to stake out the new boundaries so that Mr. Evans can construct his fence.

9. Mangrove Pointe Development (Agnes Way) – driveway access request

Drains have been installed. A design of an island is to be done by the entrance to deter motorists using the area as a four-way intersection.

10. Humber Lane (off Elgin Avenue)

This area was gazetted by Lands & Survey years ago at varying widths. The Government as part of the Government Offices Accommodations Project (GOAP) scheme proposes to widen Humber Lane for approximately 300ft from Elgin Avenue. A separate issue exists regarding Humber Lane whereby the boundary plan has been blocked by the Walkers development. The matter has been referred to the Planning Department.

11. Paylees Auto (North Sound Rd.)

Mr. Parchment is to do a design for presentation to the Board on a way to prevent customers from parking at the front of this building to do business and reversing into traffic when leaving. Some of the Directors were in favour of constructing a sidewalk along the front roadside adjacent to the storefront.

12. Request to attend school – George Bustillo

Employee George Bustillo who works in the Survey Department has requested approval to attend a 2yr Surveying Technical Associate Degree course in the States. This has been approved by the Board and it is suggested that PR be done with pictures in the local paper.

14. NRA Christmas Party - 07

This year the party is to be held December 14, 2007 at the Hard Rock Café, 12:00 – 3:00pm.

15. The Command Centre – Bodden Town

Mr. Peter Ogden (Senior Engineer) was invited to explain NRA objection to blasting within 500ft of the existing residential homes. It was noted that the existing Explosive Law needs to be revised specifically in respect of the Chief Engineer signing on the importation of explosives which is currently being signed by the Actg. MD and the Senior Engineer.

In regards to the importation of aggregate it was suggested that to request the Minister to look at this and state the need to have a license to import the aggregate and to ensure that quality checks of the aggregate be done with the NRA given the permission to grant the license and inspect for a fee. Also to ensure that importers clean the streets when deliveries are being done. Mr. Ogden was thanked for his input.

The Board resolved to accept the advice of the Senior Engineer, re refusal of PWD blasting on the project site.

16. New NRA Sweeper

The Actg. MD is in the process of acquiring quotes for a new sweeper to make a request to the Minister.

4. **New Business**

1. Recruitment

The posts of the Assistant Director – Finance & Administration and Office Assistant were advertised and approximately sixty responses were received. These are currently being processed.

1. NRA Staff Accommodation

The Actg. MD informed the Board of a potential office site upstairs Cayman Air-conditioning, a total of 4,000sq ft. of open space. The Actg.

MD advised that the owner requested a 5yr lease. Director Peter Milburn was request to negotiate with the owner Neil Cruickshank for a 2yr lease instead. The Board reviewed the map with the existing Crown lands and has requested the Actg. MD to do a blow up of crown land on Agricola Drive and by Poindexter for the next meeting for discussion.

2. Request for Professional Assistance – Accounting Systems

The Chairman met with three accounting firms (KPMG, Deloitte and PriceWaterhouseCoopers) in regards to proposed assistance with the NRA's accounting system. The Terms of Reference is to be done then Tenders are to be sent to them. It is expected that this is to be in place by next year.

3. Contracts re NRA Projects

The Chairman met with Bodden & Bodden and it is noted that in future all contracts drawn up by the NRA are to be reviewed by Bodden & Bodden.

5. **Next Meeting**

The next meeting is scheduled for Tuesday, November 27, 2007

6. **Adjournment**

The meeting was adjourned at 4:32pm.