
**National Roads Authority
Minutes of the Two Hundred & Twenty-Eight
Extra Ordinary Meeting
of the Board of Directors
held in
NRA Conference Room,
370 North Sound Road, George Town, Grand Cayman
Wednesday, 16th August 2017 at 10:00 a.m.**

In attendance were:

Donovan Ebanks	Chairman
Gary Clarke	Deputy Chairman
David Arch	Director
Stanley Panton	Director
Kenross Connolly	Director
Dane Walton	Director
Tristan Hydes	Director Designate of Chief Officer, Ministry PLAH&I
Charles Brown	Observer - Ministry PLAH&I
Paul Parchment	Managing Director – NRA – off island
Edward Howard	Dep. Managing Director - NRA
Julie Campbell	HR Manager – NRA (for Exec. Sec.)

Invitees:

Brian Chin Yee	Works Manager – NRA
Phillip Berry	Supervisor – NRA
Edison Jackson	Senior Engineer

Apologies:

Paul Bodden Jr	Director
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1. Call to Order

The Chairman called the meeting to order at 10:12am

2. Minutes of Previous Meetings

- a. 09th August 2017 – Dep. Chair Clarke and Director Panton confirmed the record of the meeting subject to one change re. participants.
- b. 10th August 2017 - reviewed

As this was a continuation of the 10th August 2017 meeting, the Chairman referred to that agenda.

3. Administration

3iv. 2018-2019 Budget Preparation

The MD presented the latest proposals by NRA management:

NRA 5 Planning and Development of New Public Roads

Operations Modelling: As our model will not be completed until the end of next year, the Chairman suggested that while we are waiting, smaller scale studies should be completed e.g. Tomlinson to Silver Oaks as well as other smaller areas.

NRA 6: District Roads

The Chairman suggested the MD revisit the numbers in order to justify the proposed allocations.

NRA 8: Storm Water Management

Figures are to be consolidated.

NRA 9: Maintenance of Roads – Grand Cayman

MD advised the figures were compiled based on the 2016 budget.

NRA 10: Street Lighting – Grand Cayman

These figures indicate the reduce rates and has also included factors for light change and fuel costs.

EA 36 – Miscellaneous Road Surface Upgrades

MD to adjust figures to include Eastern Ave. need to have the design ready for the roadworks before adding to budget.

Director Clarke made suggestions on the overall formatting of the document.

The Chairman spoke to suggested changes in the district road programme based on the road condition index, PCI. He also showed an index of *the value of work proposed for 2018-1019 vs. the total value of work currently needing to be done*. The Board agreed that it wished to present proposals that were objective.

Members queried the timeline for reviewing the revised budget and the MD advised he would made the amendments and send via email later today.

4. Planning

4.i Linford Pierson Hwy widening – legal and compensation settlements

Minutes of 10th August 2017

The Chair confirmed that Sr Crown Counsel D. Lewis had received a response of 27th July 2017 from Chapmans o.b.o. the owners of TTHL accepting the invitation to engage in 'without prejudice' discussions, subject to certain assurances (copy circulated to members on 31 July 2017).

The Chair also advised the Board that he had provided a short briefing to the Minister on 08 August 2017. He had conveyed the importance of the Minister or Cabinet not engaging the proprietors while the NRA was seeking to bring them to the table.

The Board discussed a draft (circulated to members on 07th August 2017) for Sr. Crown Counsel to consider in responding to Chapmans and gave its approval. Chapmans will be provided with a revised copy of Figure 18 of the *Project Justification Report, Feb 2016*, showing that the alignment of Phase 2 has not changed and identifying the point of the phasing.

The Board considered the memo of 08th August 2017 from Sr. Valuer R. Massarella in respect of the offer to the First Assembly of God Church (block 20D, parcel 413).

The Board was unwilling to entertain the claim for \$163,500 + additional costs of approx. \$10K; professional fees will also be due. Instead, it authorised the L&SD to make an offer of \$100K inclusive of the additional costs but excluding professional fees.

The Chairman advised members he had reached out Sr. Crown Counsel on 11th August 2017 to advise her that the draft that was circulated to members on 7th August 2017 with regards to the response to Chapmans was approved by members during the 10th August meeting. He requested that Sr. Crown Counsel communicate the information to Chapmans and ascertain whether they wanted to meet with us and if so when.

Having received responses from members regarding the revised offer to the First Assembly of God Church, the Chairman advised he would communicate the decision to Sr. Valuation Officer Ruth Massarella within the next 24 hours. She can then communicate the decision to the proprietors.

4.ii. Esterley Tibbetts Hwy widening – compensation matters

Minutes of 10th August 2017

The Chair reported that member S. Panton, Dep. Chair G. Clarke and himself along with Sr. Crown Counsel D. Lewis, Sr. Valuer R. Massarella, MD P. Parchment and SPM M. Scotland had met with the Dilberts, their attorney S. Jackson and their consultant O. Uchi on 09th August 2017 (minutes pending).

The NRA proposal to provide a deceleration lane over block 14C, parcels 43, 18 and 49 exiting onto Webb Rd and providing direct access to block 14D, parcel 83 had been rejected. The proposal assumed that the owners of block 14C, parcel 83 and block 14C, parcel 440 would be willing to collaborate on an arrangement for the former to provide access to the latter but the owners of block 14d, parcel 83 had refused to participate in such an arrangement.

The owners of the parcels had tendered a sketch proposal which would involve them meeting the cost of paving a portion of the future third lane to serve as a deceleration/acceleration lane for a shared access from the ETH at the boundary between block 14C, parcel 83 and block 14C, parcel 440. The owners had suggested that such an access would be no different from that afforded to Camana Bay from the new ETH immediately north of the tunnel.

While Camana Bay had secured access points to the ETH through formal agreements, and notwithstanding that the Board did not look favourably on the layout of some of those accesses, the Board resolved that it was not prepared to extrapolate those provisions to properties which had no right of access to the ETH. The Board took the decision to review the claims for compensation by the proprietors of the parcels and

make a revised and final offer of compensation without any provision of access to the ETH.

The Board considered the *Summary of Claims and Considerations - Block 13D, parcel 83 (A/C Accessories) and Block 13D, parcel 440 (Distillery)*, 09 Aug 2017, produced by Sr. Valuer R. Masserella (copy attached) and agreed to make the following final offers:

Block 13D, parcel 83:

Options 2 (\$48,031) or Option 3 (\$16,675 + 1,472sf of land from adjacent block 14C, parcel 43); and

Block 13D, parcel 440:

Option 2 (\$51,204).

It is estimated that professional fees for each property will be approx. \$4,500.

The Board reconsidered a claim from Palbert Holdings Ltd. in respect of block 13D, parcel 434 (BP 593 – ET Hwy) based on a memo of 07th August 2017 from L&SD.

The Board approved payments of:

\$37,026 for land taken;

\$4,761.25 for disturbance; and

\$1,612.50 for professional fees.

The minutes of the 'without prejudice' meeting with the Dilberts and their legal and property valuation representatives were circulated.

Having reviewed those minutes and the minutes of the Board of 10th August 2017, the Board confirmed its decision to offer only compensation to the owners of Block 13D, parcels 83 and 440. The Chairman advised that he would communicate with Sr. Crown Counsel and advise her to inform the parties of the decision.

Director Hydes expressed his concerns regarding the roundabout at Camana Bay and the first access point into Camana Bay as well the access off the Galleria roundabout. Concerns were also raised on the second access which members explained was dangerous, having to come off a three (3) lane roundabout and make an abrupt turn into Camana Bay. Members were advised that Special Projects Manager Mark Scotland had already conveyed to Camana Bay that the access points had to be closed in the interest of safety. The MD advised members they had previously approved the access points. The Chairman stated that in the interest of safety the access points had to be reviewed and instructed the MD to supply the minutes and plans that were previously approved Board members.

4v. Shamrock Road vicinity of Hirst Rd – horizontal & vertical realignment

Minutes of 29th June 2017

No update provided.

Minutes of 11th July 2017

To date no response received from the Roberts.

Minutes of 26th July 2017

No update provided.

Minutes of 10th August 2017

Not considered.

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The Chairman reminded members of the e-mail of 26th July 2017 from Dep. Chair G. Clarke following his conversation with a representative of the Roberts family. He had sought to advance the matter by having L&SD communicate an offer to the Roberts in the amount of the valuation given previously to the Board, with an explanation of how the amount was arrived at.

Unfortunately, the combination of the responsibility for lands now being with a new Ministry and key people being on leave (CVO J. Hall, Chief Officer C. Suckoo, Min, J. O'Connor-Connolly, D. Fawcitt), he had only been able to get the Min. of Lands to the point where they were asking that NRA provide a memorandum of understanding (MoU) setting out the arrangements. It was his view that the arrangements would be best captured in a cabinet paper by our Ministry seeking the gazetting and explaining the arrangements which in turn the Ministry of Lands and Min. of Finance would contribute supporting comments. He had decided, therefore, to hold off for a week to ten days until some of the key people were back in office and could be spoken to.

5. Operations

5.ii. Linford Pierson Hwy widening – design, gazetting & construction

Minutes of 26th July 2017

The SPM reported that

- Paving is currently being done
- 75% of work by CUC completed – to remove old poles next week
- Certificate of Occupancy (CO) for both houses received last Friday
- Old houses to be demolished – the big house by next week and waiting for owners to move out of the other one
- Transfers of ownership for the new houses initiated
- Quotation required for the wall by the two new houses and Min, CPI, to apply for approval from Planning Dept.
- Guardrail by new houses completed
- Wall at by Blk 20D Par 90 (at cost of CI\$14K) completed – compensation of CI\$10K not yet received by owner

Minutes of 10th August 2017

Not considered.

Supervisor Phillip Berry advised that the median is in up to Alamo as well as duct work is going in from Silver Oaks to Alamo. Top soil is completed in Alamo roundabout and the shoulders are completed on the south side. Paving is expected from Silver Oaks to Alamo at the end of September due to allowing CUC to move poles in the Alamo roundabout and Island Paving to complete curbing.

He further stated they were looking at having the section from Alamo to Silver Oaks completed by mid-September early October. He stated that they are unable to do much work past Halifax as CUC and other telecom service providers have to move their services to the new poles. CUC made an error in placement of one pole so they are working to rectify it. Once he receives a timeline then he will be able to give a better estimate.

There are some issues surrounding service providers switching over to the new poles and through the duct banks. Discussions are ongoing to sort out the issue.

CUC is also requesting extra poles at every crossing. This would mean having a 45' pole in beside the 75' pole. This would mean an additional 3 poles.

The two homes have been demolished.

One of the issues we are having is Island Paving schedule as we are prepared for their works; however we are at their mercy when it comes to them completing the works.

The Chairman requested another update on the utility re-locations at the next board meeting which is the 23rd August.

5iv. Crewe Road/Tropical Gardens upgrade

Minutes of 26th July 2017

Re; Blk 20D Par 113 BP 598 – Sholey & Kenhugh Thomas, the Board agreed to accept the late Intent to Claim (Form A) from the claimant based on recommendation from Lands & Survey.

Re: Blk 20D Par 95 BP 598 – EG & HC Ramirez the Board agreed to accept the late Intent to Claim (Form A) from the claimant based on recommendation from Lands & Survey.

The SPM updated that:

- drilling of wells mostly done
- NRA meeting with owners affected by the project completed
- Island Paving to do prep work for curbing with the NRA supplying crusher run

Minutes of 10th August 2017

Not considered.

The Senior Engineer advised members that there had been a hold up with Island Paving Ltd. However, they had started to do prep work for curbing to the south side. The north side is ready for prep work also. Placing of the curbs will begin on Friday of this week and should be completed on both sides by the end of next week (25th August).

Based on the schedule Island Paving has provided they will commence paving the first week in September. In the interim we will be completing the milling and removal, which should take about two days.

The Chairman advised the Senior Engineer to push for a completion as the project had been publicly promoted for completion before schools re-open.

5v. Crewe Rd/Smith Rd intersection – proposed roundabout

Minutes of 26th July 2017

Re; Blk 20D Par 113 BP 598 – Sholey & Kenhugh Thomas, the Board agreed to accept the late Intent to Claim (Form A) from the claimant based on recommendation from Lands & Survey.

Re: Blk 20D Par 95 BP 598 – EG & HC Ramirez the Board agreed to accept the late Intent to Claim (Form A) from the claimant based on recommendation from Lands & Survey.

The SPM updated that:

- drilling of wells mostly done
- NRA meeting with owners affected by the project completed
- Island Paving to do prep work for curbing with the NRA supplying crusher run

Minutes of 26th July 2017

Not considered.

The Senior Engineer (SE) advised there was minor stripping to be completed and this should be done by the end of the week. There were light poles bases and lights to be installed; they are on order that should be here by next week. In the interim we are installing the pole bases following approval from Civil Aviation. Conduits were installed when the project was being completed.

The last update regarding cost, we are estimating the cost at \$102k which does not include pole bases which are \$5k to \$6k; so we are well below our estimated budget of \$180k.

Members expressed concern regarding missing signage. These include signs approaching the roundabout from the east on Crewe Rd and west on Smith Rd. The SE advised he would have to meet with the Signs & Lines supervisor when he returns from leave to ascertain what signs were missing to rectify the issue. Members commented on the significant variation in contrast with the road markings on the old and new pavement. Director Panton asked if additional reflectors could be placed along the double yellow line to assist motorists who will have the tendency to stray back into what was previously a turn lane.

There were also discussions about landscaping within the roundabouts. After it was obvious that no thought had been given to this, the Chairman directed the MD to put some thought into it and revert to the board with recommendations.

6. Other Business

6g. Breakers/Peace Pay Project

Minutes of 11th July 2017

This re-surfacing has commenced from the western end of the work done last year back to just west of Moon Bay Condos in Pease Bay. The Board expressed disappointment that:

- it had not been notified;
- property owners had not been notified by the NRA prior to the work commencing; and
- the milling and paving work was being done first rather than the preparation of the shoulders meaning the shoulder work will be less efficient because of the constraints of a fresh pavement and property lines.

The Board wishes to know the estimated cost of paving and shoulder works as the road has a 50' ROW as declared by BP9; there are significant areas where this width is not readily available and will need to be secured.

Minutes of 26th July 2017

No update provided.

Minutes of 10th August 2017

Not considered.

The Works Manager was invited to provide an update as to where the project was currently at and what was left to be completed. He advised that:

- the fences and encroaching landscaping on the seaside were removed;
- shoulders have been excavated where necessary and filled with Cayman rock to within 2" of pavement;
- there are water meters to be relocated but Water Authority has stated they are not able to do this until the fixed boundaries are in place; L&SD has advised they will commence work on this next week; once this is completed the Water Authority will be alerted to commence work.

The property managers for Moon Bay condos, Charterland, have communicated to Supervisor Phillip Berry, their concerns regarding the of the tennis court which abuts the road. The Board noted that:

- no adjustment was being made to the property boundary (unlike the adjacent property);
- the provision of a shoulder should not exacerbate the risk to the court as the shoulder should assist motorist maintaining control of their vehicles; and
- any safety protection for the court should not be the responsibility of the NRA.

The Board suggested the Works Manager communicate to Charterland that the provision of a shoulder should not exacerbate the risk to the court and riase the option of a guard rail at their expense.

The Works Manager stated he anticipated completion of the project by the end of September, mainly due to Island Paving rescheduling paving until 4th September. He will approach them however to ascertain if they can reschedule to have the project completed closer to the start of the school year.

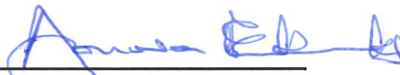
The Chairman requested the Works Manager provide the members by the next meeting the 23rd August, the projected cost.


Members questioned why the palm trees in the road corridor of the section re-paved last year had not moved. DMD indicated that the owners of the adjacent property who had planted the trees had not objected to their removal. The NRA had approached several vendors to relocate them in the interest of saving the trees. However, to date they were unable to find anyone interested. The Chairman advised the issue would have to be revisited at another time and asked the DMD to contact Vigoro to see if they were able to assist in simply removing the trees.

7. Date of next meeting

The next meeting is scheduled for Wednesday 23rd August 2017.

The meeting adjourned at 12:50pm.

Signature 
Chairman of the Board
Confirmation of minutes:
Date: 08 Sep. '17

Signature: 
HR Manager
Seconded: Confirmation of minutes
Date: