
**National Roads Authority
Minutes of the One-Hundred & Fifty-Third Meeting
of the Board of Directors
held in
PWD Training/Resource Room,
370 North Sound Road, George Town, Grand Cayman,
Wednesday 8 October 2014 at 9:30 a.m.**

In attendance were:

Gary Clarke	Acting Chairman
David Arch	Director
John Edward Ebanks	Director
Stanley Panton	Director
Dane Walton	Director
Kenross Connolly	Director
Tristan Hydes	Director Designate of Chief Officer, Ministry PLAH&I (alt.)
Ronnie Dunn	Director Designate of Financial Secretary
Paul Parchment	Managing Director – NRA
Julie Campbell	HR Manager – NRA
Denis Thibeault	Assistant Director Transportation & Planning – NRA
Edison Jackson	Senior Engineer - NRA

Apologies:

Sheree Ebanks	Deputy Chairman
Donovan Ebanks	Chairman
Edward Howard	Deputy Managing Director – NRA

1. Call to Order

The Acting Chairman called the meeting to order at 9:30am

2. Minutes of Previous Meetings

- a. 24 September 2014 – approved and seconded pending small changes

3. Matters Arising from Minutes

3. i. Sign/Soil lab facility – drawings

MD gave an update on the drawings obtained from PWD and discussions were held concerning the temporary placement of the Signs & Lines storage in order to vacate the Kingsbird Warehouses by the end of the lease next year.

Director Panton suggested they remove the small equipment from the current mechanic shop to the storage area in the center of the compound and move the Signs & Lines team beside the Asphalt office. Build the Mechanic Workshop and the Semi-permanent covered area; which would be necessary in order to accommodate the move.

The board agreed that the MD should by the 22 October meeting, do a proper costing of the phases presented to the board and it was agreed that the first phase would be that of the new Mechanic workshop and the Semi-permanent covered area. The acting Chairman reminded the MD of the timeline to have the Sign/Soil lab facility moved by the end of the current lease (September 2015).

The MD asked the board's permission to use the course material which was going to be used for the round-a-bouts in the driveway of the compound to test it; as the location of the lab was perfect for testing the material; the board approved.

3. ii. 5a. Silver Oaks to Bobby Thompson Round-a Bout – widening

Assistant Director Transportation & Planning and Senior Engineer presented to the board a full scale drawing with details of the proposed widening and facilitated a question and answer session.

In order to make a comprehensive proposal to the Ministry, the Chairman advised he would like a proposal that include:

- a. A third lane for left turn at the Bobby Thompson round-a-bout which would continue onto Bobby Thompson / Fairbanks Road extension.
- b. A proposal which allows the speed limit to be maintained at 40mph throughout the Linford Pierson Highway.
- c. Identify the number of acquisition properties, and obtain valuation for same.
- d. Submit 2 scenarios, one which allows for an 86' width and one a 68' width throughout the bypass.

The ADT&P and SE presented the drawings to the board with the specifications as requested in a. through d. of the above. After discussions regarding the drawings the board deferred decision until the next board meeting 22 October 2014 when the Chairman would be available for comments.

ADT&P circulated a memorandum regarding the land acquisition for the 68' corridor for Linford Pierson Highway of which the estimated cost is C\$3.2 million. The estimated cost for the 86' corridor is still pending.

3. iii. Fleet Acquisition Proposals (Report of Sub-committee) – update

The sub-committee met on 7 October where the Acquisition Schedule (A) list was broken into three sections; the Purchase Order Process (POP), Departmental Tenders Committee (DTC) and the Central Tenders Committee (CTC).

Purchase Order Process – Director Dunn suggested bids go out to three (3) bidders.

Departmental Tenders Committee – Advertise for 2 weeks, twice a week.

Central Tenders Committee would be used for the more expensive equipment.

Currently the Works Manager and the Fleet Coordinator is looking at the criteria for the CTC and they are working on finalizing the PO and DTC process. It was advised they would liaise with the Department of Vehicles & Equipment Services (DVES) regarding their process as well as ascertain how quickly they could procure the equipment, using their process.

Regarding Item 17 Acquisition Schedule (A) Signs & Lines vehicle, of which during the 24 September 2014 board meeting, there was a proposed change by the sub-committee. The sub-committee advised they had spoken to the Signs & Lines Supervisor regarding the type of vehicle necessary to pull the equipment and the decision was made to purchase a vehicle similar to that in Item 6 Acquisition Schedule (A). The difference in cost, CI\$16,971.00 would be realized from a reduction in the amount of compressors purchased in Item 14 from 3 to 2, where there was a savings of CI\$18,935.00.

3. iv. Godfrey Nixon Way & Smith Rd. upgrades – land acquisition

ADT&P circulated a memorandum regarding the land acquisition for Smith Rd. ; the estimated cost is CI\$900,000. The land acquisition cost for Godfrey Nixon Way was not yet available.

4. New Business

a. Access issue – Esterley Tibbetts Hwy – (Clipper Bay)

The MD advised this was to update the board on the above. A letter was sent to the developers advising them that permission was not given; however until a solution was reached regarding the Roads Law and NRA Law amendments; the NRA could not enforce the decision.

Director Dunn advised the MD to write the Attorney General to obtain assistance by having the legal department issue a cease and desist order.

5. Other Business

a. Comments regarding IRAP rating

Director Panton posed the question regarding the recent ratings of the roads by IRAP, if the report took into consideration the placement of the LIME (green panel boxes), which are located next to the roadways. Upon receiving an affirmative, he then inquired if LIME had sought approval for the 3ft. tall concrete pads for their boxes which are substantially bigger than the previous ones and in some instances in front of the older boxes, which make them closer to the roadway.

The MD explained that according to the Roads Law they are allowed to put them in the reserve zone (clear zone). Director Panton suggested the NRA find a way to put some safety mechanisms around these boxes. The MD reiterated this is why it's important for the regulations to be put in place and advised that NRA was still waiting for the Ministry's representative to set up a meeting.

b. Proposed Road Scheme for Connecting the Airport to Esterley Tibbetts Highway

The MD, ADT&P & SE presented the board with a drawing which indicated the proposed road connector. As the connector was previously approved and there were minimal changes to the drawing the board gave the approval for it to be gazette subject to the MD's confirmation as to whether or not it had previously been approved and sent to be gazette.

c. Column close in proximity to East/West Arterial Road.

Director Walton asked that management research to ascertain if the above was placed in the reserve area as it appeared too close to the road. The column in question was the beginning of the fence for the affordable homes in that area.

d. Concerns regarding the manufacturing of guard rails.

Ministry Designate advised the board there was information coming up regarding the safety of some guard rails. The MD expressed confidence in the NRA's source but undertook to research the matter.

e. Old Prospect Road

Financial Secretary designate inquired about the deterioration of the Old Prospect Road and asked the MD to research to ascertain what could be done to improve it.

f. Resurfacing of Sparky Dr. & Canal Point Dr.

The MD updated the board on the resurfacing of Sparky Dr. He advised the NRA was in the process of sending out proposals to the companies who had businesses on the road. He also advised he wants to see the response from the Sparky Dr. proposal prior to submitting Canal Point Rd. The board advised they should be done simultaneously and

made mention that the two roads had one owner in common. The MD is to provide drawings and a rough estimate by the 22 October board meeting.

g. Smith Road traffic signal arms

Director Connolly asked for an update on the above and Director Panton advised him that the poles were sent back as they were incorrect. The Works Manager and himself had identified a solution and were at this time obtaining the costs related to this solution. He advised the he would have an update at the next meeting.

h. Situation with employee

The MD advised there was a situation regarding the behavior of one of the employees and he wanted the board to know his decision in how he intends to handle the issue. The board thanked the MD for notifying the board of the issue but reiterated they do not get involved with personnel issues and this decision rest solely with the MD. The MD advised while he appreciates the board's approach, he wanted them to be abreast of the situation.

6. Date of Next Meeting

Scheduled for 22 October 2014

7. Adjournment

The meeting adjourned at 12:05pm

Signature

Chairman of the Board

Confirmation of minutes – 12 November 2014

Date: 12 November 2014

Signature

HR Manager

Seconded: Confirmation of minutes

Date 12 November 2014

