
**National Roads Authority
Minutes of the One-Hundred & Seventy-seventh Meeting
of the Board of Directors
held in
NRA Conference Room,
370 North Sound Road, George Town, Grand Cayman
Thursday 15th October, 2015 at 9:30 a.m.**

In attendance were:

Donovan Ebanks	Chairman
Gary Clarke	Director
Stanley Panton	Director
David Arch	Director
Dane Walton	Director
Kenross Connolly	Director
Tristan Hydes	Director Designate of Chief Officer, Ministry PLAH&I
David Fawcitt	Director Designate of Chief Officer, Ministry PLAH&I
Paul Parchment	Managing Director – NRA
Edward Howard	Deputy Managing Director – NRA
Julie Campbell	HR Manager (Acting Executive Sec.) – NRA

Invitees:

Edison Jackson	Senior Engineer, NRA
Jon Hall	Lands & Survey

1. Call to Order

The Chairman called the meeting to order at 9:40am

2. Minutes of Previous Meetings

- a. 9th September 2015 – confirmed
- b. 24th September 2015 – reviewed but not confirmed

3. Administration

There were no agenda items.

4. Operations

4.i. Smith Road upgrade – status report (E. Jackson, Sr. Engineer & Project Manager)

The schedule was therefore as follows:

- | | | |
|----|-----------------------|----------------------|
| 1. | Drilling wells – | completed 26 August |
| 2. | Works at John Greer – | completed 26 August |
| 3. | CUC pole removal – | start 27 & 28 August |

The Senior Engineer confirmed the project was broken into 4 parts and works was steadily progressing. CUC expressed concerns regarding the erection of the pole in the property recently cleared at the corner of Smith Rd and Anthony Drive in relation to the pole that needs to be erected on the corner of Smith Rd and Melrose Dr. The Senior Engineer further advised board members curbs works from the four way stop eastwards would begin the next day, the last set of meters would be moved that day with paving of Smith Rd scheduled for mid-October and striping the third week in October. Board Members asked that the left shoulder on Bobby Thompson Rd to be widen as much as possible to assist the traffic turning left into John Greer.

Senior Engineer informed board members the project on a whole, was progressing on scheduled with the exception of a few items which he had to move by a few days. Board Members discussed issues surrounding property possession on Humber Lane and progress thus far. The Senior Engineer further advised the board paving for Smith Road was scheduled for the middle of October; however he would review the schedule and confirm to the board by the end of the day.

Director Clarke inquired about the costing for the project and the Senior Engineer advised they were on target; however attention to managing the crews was necessary to ensure they remained within budget. He would have a revised cost by the end of the day to send to the board.

Senior Engineer Edison Jackson advised board members that paving was scheduled for the week of 25 October. The curbing was due to be completed by Monday, 19 October and plans were in place to rip the asphalt from Anthony Drive to the 4 Way Stop the middle of next week. While there had been rain delays, other delays included LIME removal of their lines from CUC poles which ultimately delayed CUC with the removal of their poles.

The Senior Engineer assured the Board that Island Paving confirmed materials for the paving and was awaiting instructions from NRA to start paving.

4.ii. Remediation of Roundabouts – Red Bay and Chrissie Tomlinson

Director Panton advised he had met with the DMD regarding the road segment from the Red Bay to the Chrissie Tomlinson roundabout. Questions had arisen regarding the number of lanes and the size of the median in that area. With the advent of the gas station, some measure would need to be put in place to restrict traffic from crossing the existing grassed median.

The DMD is to advise on options.

The Chairman advised these projects were currently on hold.

The Chairman advised members this item would be brought back to the table during the next board meeting and asked the Deputy MD to present at that time the most recent proposed drawings.

The MD presented the potential completed plans and Director Panton suggested signage for drivers in the left lane who would enter the roundabout from Shamrock Road. The MD confirmed to the Chairman that the drawings included drainage provision.

No update given.

The Chairman asked to MD to produce a schedule for the remediation of the roundabouts.

While there were some issues with CUC surrounding the placement of lines, the roundabouts were scheduled for next year during the school break.

4.iii. Crewe Road widening

Director Panton advised the idea was to have three lanes on Crewe Road where the middle lane would be a turning lane. The Chairman advised they would wait on developing this until other projects were completed.

Due to time constraints, no update was presented.

Director Panton requested that in the interim the MD look into opening up a soft shoulder between Palm Dale and Silver Oaks, as this would assist in current pedestrian safety issues and for our employees when they are cutting the vegetation.

A map was presented to the board by the Acting MD regarding the proposed works and the board advised him to move forward with opening the soft shoulder; however proper precautions should be in place to protect boundary markers.

The Acting MD advised there were equipment issues last week; however the work was continuing this week base works and chip and spray being the next stage. Director Panton asked that the drawing indicating further improvements to the Crewe Road area be presented at the next board meeting.

No update given.

The MD confirmed that the poles on Crewe Road would be relocated as soon as CUC completed Smith. The Chairman suggested a recommendation be sent to the Ministry to do a BP for Palm Dale widening. He further suggested developing a schedule to look at the context of what the NRA was planning to accomplish and cross section drawings developed in order for a selection to be made.

The MD confirmed the utility relocation on Crewe Road would take place after CUC was finished with the works on Smith Road. CUC had expressed some concerns regarding repositioning poles to a location that was scheduled for improvement. The Chairman asked the DMD to present the details at the next board meeting.

The board was advised by the MD that Denis Thibeault in the TPU unit was currently working on the schedule. The MD further advised he was working with private surveying companies, as it was his intention to utilize the smaller businesses on smaller projects and the reason the schedule was currently held up.

Director Clarke suggested the MD reach out to all surveying companies to ascertain their hourly rate as this would assist with the procurement process when the need arose.

Denis Thibeault of the TPU unit updated Board Members on the drawings he was working on following the instructions from the August board meeting. Unfortunately the drawings he shared were not consistent with the instructions previously given.

The Board instructed him to develop plans for a standard 52ft (3# 12ft lanes; 2# 6ft. bicycle lanes and 2# 2ft type 'F' curb and gutter) from Navis Close to Tropical Gardens Rd. This should be made available at the next board meeting on the 29 October.

5. Planning

5.i. Linford Pierson Hwy widening – legal advise

The Chairman advised he heard from the Crown Counsel who advised he would have the opinion by the 19th June; however to date had not yet received anything. He was hopeful he would receive something before the end of the week. The Crown Counsel advised him the cost was much less than what was anticipated.

The Chairman asked the Directors to give their opinion on the advice given by Mr. Barnes and their views as to a strategy to proceed. The Chairman further advised the creation of a report which outlines the facts and justifies the plan with timelines and suggested the report be submitted to Mr. Barnes for his review and comments prior to presentation. He instructed Acting MD to create a draft summary of the letter to present to the board for review.

As the Chairman was not in attendance for this meeting there was no update given.

Following the advice given by Mr. Barnes, the Chairman advised Board Members he would be working on the strategy document and directed the DMD to create a project justification document outline and send to him. The Chairman advised he would send the strategy document to Board Members by the following Wednesday.

The Chairman advised he sent an email to the lawyer to ascertain her feedback regarding the Board's approach and whether she was in agreement or not.

The Chairman informed the board the cost of the legal advice was less than originally anticipated and was in fact GPB4000.00

No update given.

The Chairman he received a response from Mr. Barnes and was in the process of developing a strategy regarding the Board's approach, as well as drafting a letter to the owners of the property.

The Chairman advised that he had received a draft Project Justification document from the DMD and was in the process of going through it.

5.ii. Shamrock Dr./Red Bay round about connector

The Chairman requested Acting MD to present possible solutions at the first meeting in August.

The DMD presented the board with scenarios including video with illustrated the "queue jumping" which was the main issue at the intersection. After discussions the board requested the DMD take into consideration the option posed by Director Clarke, put together the proposals and send to members.

The Chairman advised that the drawing presented to board members did not incorporate the suggestions previously made by Director Clarke. The DMD advised he would work on the drawings and send out to Board members.

The DMD presented the revised drawing and the board advised the best plan of action would be to produce a more detailed drawing and implement the changes on a Sunday for the Monday morning traffic rush.

Due to the absence of the DMD no update was given.

Board members were advised the sign indicating 'No Left Turn' was placed in the junction and the police were intermittently monitoring the junction. They were further advised that Delroy Myles was currently working on the drawings illustrating the suggestions offered by Director Clarke.

5.iii. Traffic simulation/forecasting model

The Chairman advised board members the consultants would be arriving in Grand Cayman on 23rd September for meetings with the relevant parties relating

to the traffic simulation/forecasting model. As such the board meeting scheduled for the 23rd September would be rescheduled for the 24th September; at which time board members could attend the presentation and then the board meeting.

The Chairman advised with the visit of the two consultants, they expected to gain a clearer picture of:

The timeframe in which the traffic simulation/forecasting model could be expected to be in place;

What would need to be done to accomplish this; and

The likely cost.

Deputy Managing Director informed the board that the team was in the process of getting data from different sources and this was proving to be more time consuming than anticipated; however the information was coming in.

5.iv. 2015/2016 Traffic count exercise

Reference was made to the memo circulated by the MD and the 2015-2016 budget which indicated the approved cost. The MD advised he wanted the board to be cognisant of the works being done. Director Clarke reminded the MD to be conscious of the budget.

No update given.

5.v. Median Barrier, E-W Arterial – Red Bay to Prospect Roundabouts

The Chairman requested the DMD to revisit this in order to present board members with a proposed scenario.

The board discussed the different options available and was advised by the MD he was quoted \$85,000 for the 1422ft of guard rail. The Chairman instructed the MD to research the different options as discussed to present to the board for review. He advised the report should outline not only cost, but the pros and cons of each and suggested the DMD could work on this.

The MD presented scenarios to Board Members for discussions. During discussions Director Panton asked what was originally envisioned for the median and suggested the board look at what was originally planned. The Chairman asked if there was a cost associated to what was presented and directed the MD to send an illustration and cost to Board Members for review by mid next week.

5.vi. EAB Report and NRA recommendations for Road Infrastructure Needs Assessment

The MD circulated information and the Chairman asked that Board Members review for discussion at the next meeting.

5.vii. CNB/Mango Tree connector Alignment for the Ministry gazette consideration

The Chairman asked that an update be given at the 22nd July meeting.

The Acting MD presented the board with updated drawings for the board to discuss and make recommendations. Director Panton advised the board had given the go ahead during a previous meeting to go forward and get the pertinent sections gazetted. Acting Chairman instructed the Acting MD to discuss the proposal with the Ministry prior to proceeding with utilizing the section of the law to identify the NRA's intentions for the proposed road gazettal.

The DMD advised the Board he met with the Airports Authority who informed him they were in the process of re-establishing the plans for the runway extension and therefore the NRA was waiting on their plans in order to go forward with additional drawing. The Chairman asked the proposals regarding the intersection of Smith Road and the airport road be made available for the next meeting.

As both Consultant and the Director of CIAAA were currently on vacation the DMD was unable to meet with them and therefore there was nothing further to update the Board.

Due to time constraints, no update was given.

As the DMD was attending another meeting, no update was given.

The MD presented drawings and requested suggestions from the board prior to sending to the Ministry for gazette consideration. The Board discussed whether there was a distance from the centreline of the runway that the CIAA was comfortable with the road being constructed bearing in mind the possibility that the runway 'may' need to be extended to the west. The Board directed the MD to determine this and to revisit the alignment if necessary.

The Board also pointed out that if the road was to be built in the short-term, intersection provisions would need to be made with the existing Crewe Road and s.3 of the Roads Law used. On the other hand, if the intention was to preserve the opportunity at this time, s.26 would be more appropriate and the intersection arrangements with Crewe Road could be deferred for determination in the future if that section of Crewe Road was still in use.

5.viii. South Sound Bypass Alignment for Ministry gazette consideration

The MD presented drawings and after discussions by the Board approved same subject to the determination of which sections would be gazetted under section 3 and 26. This should be determined prior to submission to the Ministry.

5.ix. GT Revitalization Road Alignments for Ministry gazette consideration

Drawings were presented by the MD and details were outlined by the DMD with regards to the 80' and 68' cross sections. The DMD explained there was an issue with the location of the tanks at the gas station. The Chairman instructed to sort out the details and asked if Lands & Survey had quantified the cost element. He further advised to finalise the drawings to present to the board as well as clean up intersection under Sections 3 and 26.

5.x. Dorcy Drive Extension Alignment for Ministry gazette consideration

Covered under 5.vii.

6. Other Business

6.i. Proposed sale – BP502 – Remnant of 20B Redacted under S.23(1) of the FOI Law 2015

Mr. Jon Hall of Lands & Survey distributed maps and advised the board on the offer proposed by the owner of the adjacent property. The Board, after discussions asked the MD to re-visit the proposed right-of-way width adjacent to the property as it appeared that there was merit in enhancing it which would reduce the area available for disposal. The Board advised Mr. Hall a further review would have to be done and asked that he convey to the owners that the matter was under consideration.

6.ii. Bobby Thompson Road

The Ministry Designate voiced the Ministry's request for NRA to look at the possibility of widening Bobby Thompson Way from the traffic light to just south of John Greer Dr. to facilitate the left and right turns at the traffic lights. The Chairman advised the NRA would look into the matter.

6.iii. NRA agreement with Dart

The Ministry Designate advised Board Members that an agreement was very close and as a signatory would be needed on NRA behalf, it would be distributed to the board for review.

6.iv. Compensation claim – Block 28C Redacted under Sec. 23(1) of the FOI Law 2015

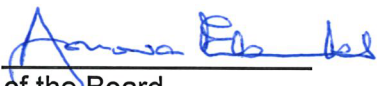
The Chairman informed the board there was a request from the Crown Counsel Lewis on behalf of the Hon Attorney General for the board to consider meeting with the Bodden's and their representative regarding their claim. The Chairman suggested that prior to deciding whether it wished to accede to the request, it would be in their best interest to meet with Crown Counsel and Mr. Jon Hall of Lands & Survey to refresh themselves on the background to the matter.


A meeting was tentatively set for Tuesday 20 October at 10:30am subject to the availability of Ms Lewis and Mr Hall.

7. Date of next meeting

The next meeting is scheduled for Thursday, 29th Oct.

The meeting adjourned at 12:33pm.

Signature 
Chairman of the Board
Confirmation of minutes: 12 NOV 15
Date: 12 NOV 15

Signature 
HR Manager (Acting Exec. Secretary)
Seconded: Confirmation of minutes
Date: 12 NOV 15

