



**VISION:** We will be a vibrant, dependable and clean city where services are delivered innovatively and effectively.  
**MISSION:** To provide effective operations of the city through collaboration of members, management and staff.

**City Hall, Hamilton**  
**Infrastructure Committee**  
**14 June 2017**  
**10:00am**

**Present:** Councillor John Harvey, MBE, JP (Chair)  
Rt. Wor. Charles R. Gosling, JP  
Councillor George Scott, JP  
Councillor Henry Ming  
Councillor Nicholas Swan  
Councillor RoseAnn Edwards

**Staff:** Secretary - Ed Benevides, JP  
City Engineer - Patrick Cooper  
Event Project Manager - Danilee Trott

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**1. Confirmation of Notice:**

The Secretary confirmed that the notices for the minutes and the agenda were posted and sent out in accordance with the new meeting guidelines.

**2. Role of the Chairman:**

Councillor Harvey acknowledged his role as Chair of the committee.

**3. Open Meeting**

Councillor Harvey called the meeting to order at 10:00am.

**4. Apologies:**

The Secretary confirmed that no apologies had been received.

**5. Public Participation/Presentation:**

**Presentation by Mr. Marc Morabito re: Beacon House:** Councillor Harvey welcomed Mr. Morabito to the meeting. Mr. Dudley Cottingham was also in attendance.

**Mr. Morabito:** Gave a summary of the Beacon House footprint. The Bermuda Society for the Blind (BSFB) plans to renovate the Beacon House to provide services to the public. The building presently is not up to accessibility or safety standards to permit on-premises delivery of services. The Department of Planning requires proof that BSFB has clear title to the land the building occupies. BSFB is requesting that the CoH consider conveying to them the entire "Cedar Park" parcel of land. The request is time-sensitive as they have financing available (Lions Club International Foundation Grant) and are also asking the CoH to provide a letter to the Department of Planning stating that they have no objections.

The City Engineer advised that this piece of property holds very little value for any infrastructure project, it would purely be for residential or commercial purpose. The cost for keeping it as a park would be minimum, approximately \$5K on an annual basis. As it relates to container trucks, there is a need to widen Cedar Avenue but not the Dundonald Street side. Dundonald Street has plenty of width, it is tight on the western boundary of the Beacon House. It might be to the value for the CoH to do a swap of land. There was continued dialogue.

**ACTION:** Mr. Morabito to send a copy of the revised proposed plans for Beacon House to the City Engineer.

Councillor Harvey thanked Mr. Morabito and Mr. Cottingham for their work on behalf of the Beacon House and the Society for the Blind. They left the meeting at 10:15am.

**6. Correspondence:**

(i) **Letter from Mr. Warren Jones - Polaris Holding Company Ltd. re: Tariff Increase:** SSL is seeking approval from the CoH for an annual tariff rate increase to be effective 1 January 2018. This is within the keeping of the terms of the lease. It was noted that the Port Authority has similarly been asked to consider a similar increase to the public tariff rates.

**RECOMMENDATION:** That the Board approve the request from Polaris Holding Company Ltd. that Stevedoring Services Limited (SSL) seeks approval for an annual tariff rate increase to be effective 1 January 2018 equal to the lessor of 1.5% and CPI.

**Proposed:** Mayor, Charles Gosling  
**Unanimous**

**Seconded:** Councillor N. Swan

(ii) **Letter from the Department of Health re: Health Screenings:** The Department of Health would like to provide for the community free Health Screenings on Friday 18 August 2017 at Point Pleasant Park at Albuoy's Point from 4:00pm - 8:00pm. The other venue would be Dr. E. F. Gordon Square on Friday 1 September 2017 from 4:00pm - 8:00pm. They are requesting for the rental costs of these venues to be waived.

The Committee supported the initiative for both venues depending if no other fee-paying event is taking place on those dates and the necessary application forms are completed. The Mayor continued the discussion referencing a meeting that was had with Minister Cannonier, Minister Fahy, the Secretary and the City Engineer in terms of the maintenance, etc. of the Bus Terminal where he mentioned that there was a list of services provided to the Government by the CoH without any compensation. He suggested identifying what services are provided so that at the end of the year, when the Financials are done, it can be noted what the CoH does for the community and the Government.

**RECOMMENDATION:** That the Board approve to waive the fees for the rental of Point Pleasant Park, Albuoy's Point on 18 August 2017 and Dr. E. F. Gordon Square on 1 September 2017 to provide free Health Screenings to the community provided that there is no other competing fee-paying event happening at that time.

**Proposed:** Councillor H. Ming  
**Unanimous**

**Seconded:** Councillor R. Edwards

**7. Minutes of Previous Meeting dated 10 May 2017**

**The Mayor commented on:**

**Page 2 of 11, 3<sup>rd</sup> Paragraph,** remove the entire paragraph beginning with "Mr. Burt..."

**Page 3 of 11, 2<sup>nd</sup> Paragraph,** remove the entire paragraph beginning with "The Mayor said..."

**Page 5 of 11,** remove sentence beginning with Mr. Burt..."

**Proposed:** Councillor H. Ming

**Seconded:** Councillor G. Scott

The Minutes were accepted as read with the amendments.

**8. Matters arising from the Previous Meeting dated 10 May 2017:**

(i) **Write to Dr. Lynette Thomas advising that the policy that currently exists regarding the rental of parking spaces to private enterprises will be adhered to:** It was confirmed that the letter was written to Dr. Lynette Thomas. Subsequently, Councillor Harvey received a request to meet with Mr. Zane DeSilva who is the landlord of the building. The City Engineer has been asked to join that meeting which has been tentatively scheduled for 26 June 2017.

(ii) **Forward the written complaints regarding Spring Garden to Councillor Edwards:** The Secretary confirmed that he had no written complaints from the current year but has them from 2012. The complaints received in the last twelve (12) months have been verbal in meetings with the Secretary and the Mayor or via phone calls.

**ACTION:** The Secretary to forward the written complaints from 2012 regarding Spring Garden Restaurant Bar & Catering to Councillor Edwards.

(iii) **Contact Mr. Victor Alleyne of the Spring Garden Restaurant Bar & Catering to the CoH offices to discuss the issues of bike parking in Washington Lane outside of his establishment:** The Secretary confirmed that Mr. Alleyne declined to meet.

(iv) **Modify the Awnings and Signage Policy and bring it forward at the next Staff Legislative & Governance Committee meeting scheduled for 18 May 2017. The Policy to state what penalties would be given if there is no acknowledgement of the encroachment:** The Policy was submitted to the Staff, Legislative & Governance Committee and modifications were made. The Policy with the amendments was approved in the last Council meeting dated 7 June 2017.

(v) **Write to Mr. James Cooper with regards to him taking the liberty of painting on the CoH's property and that his current proposal, the Infrastructure Committee is not willing to support. Also, an invoice should accompany the letter with regards the cost of having the wall re-painted:** It was confirmed that the wall has been painted. The letter is complete, the invoice just has to be attached and a physical mailing address has to be secured. The letter will be forwarded electronically as well. There was continued dialogue.

(vi) **Scan the draft MOU as it relates to the City Market and forward to the Infrastructure Committee Members:** The Event Project Manager advised that the MOU is not complete but indicated that she has a physical copy of the first draft. Planning to meet to finalise after the Bermuda Heroes Weekend.

## 9. Status Update:

### (i) Events:

- **Busking and Vendor Village:** continuing into June. Reid Street is busy, there are more applications being received from buskers and vendors. The buskers are being paid by the CoH as a temporary measure. It was suggested to verify the income received by the buskers. The vendors pay the CoH to have a spot to vend. There was additional discussion regarding busking. The CoH is expecting long-term that this would be something that would be paying for itself. It was noted that there have been challenges with the Busking Programme for several years. Dialogue continued.
- **Bermuda Day:** Activities went well.
- **Bonfires and BBQ:** The first event was held on Thursday 8 June 2017 and was successful. A post-mortem was held with Bermuda Tourism Authority (BTA) and the main partners and a few areas will have to be adjusted. The event was well received and the most comments that were received from attendees was that that it was an adult event.
- **Movie Lounge:** The first event was held on Friday 9 June 2017 and went very well. Another movie night is being scheduled for July.

- **Vendor Village:** Was scheduled for Saturday 10 June 2017 but due to the weather, the event had to be rescheduled. There is the possibility of having the event either on 23 or 24 June 2017 due to the postponement of another event scheduled for those times.

**Take Note: Project Charters 2017:** The City Engineer drew attention to the Fort Hamilton project. The bathrooms have been finished, the landscaping completed, the bridge deck has been redone and the plantings have been changed around. The Senior Engineer, the Parks Superintendent and their staff have done an amazing job of getting that park in tip-top shape. **Note:** Rental charges for Fort Hamilton are: for Corporate - \$400.00 per hour and for non-Corporate, \$200.00 per hour.

**#1 Car Park Barrier System:** Is open and the Easy Park Mobile is working. Most of the equipment is now installed in Par-la-Ville Car Park, just need to work on the electricals. Hopefully, will have that car park go live over the next month. The equipment is on Island for Bull's Head and that project is now in design. All the car parks excepting Cavendish will be completed this year. The City Engineer advised that there has been some movement in the process and should receive the building permit either today or tomorrow for Bull's Head.

The Mayor commented that the target was to open Par-la-Ville Car Park the same time as #1 Car Park. The City Engineer and the Senior Engineer have worked very hard to get this project done. The team should be commended on what they have done and the quality of work that has been done.

#### 10. Recommendations Approved by the Minister:

That the Board resolve to decline the proposal received from Mr. James Cooper

That the Board approve the partnership request from the Farmer's Market to waive the rental fees for the venue at Bull's Head subject to the conditions as set out in the MOU.

That the Board approve the bid from Horsfield Landscaping in the amount of \$107,340.75 for Traffic Lights - Victoria Street and Parliament Street junction.

That the Board approve the bid from Brown & Co. Landscaping in the amount of \$98,063.00 for Traffic Lights - Victoria Street and Court Street junction. **(Take Note)**

That the Board approve to give the City Engineer permission to explore the options presented in the proposal for Wastewater Effluent Improvements.

#### 11. Recommendations for Review:

**RECOMMENDATION:** That the Board approve for the City Engineer to engage a Ports Consultant to draft a new Terminal Operators License (TOL) and a Request for Proposal (RFP).

In the budget, funds were put aside to engage a consultant to assist in the creation of an RFP for a new Terminal Operator for the next contract on the cargo docks.

It had been suggested to get a professional Port Consultant to do an overall review of the complete dock operation to make sure that the CoH is doing the right things, i.e. getting the port operators to do what they need to do and put the responsibility where it should be, e.g. is the CoH charging the right rates or whether SSL is charging the right rates, is the CoH making a fair return on their investment, etc.? The Secretary, the City Engineer and the Ports Superintendent put out a Request for Information (RFI) to a number of international Port Consultant companies to see who would be interested in bidding for this work. They had a telephone interview with five (5) companies, four (4) of which have produced proposals. All of them show great international experience in doing this type of work. Burns Ports Consultancy is being recommended because they are the smallest company and their costs are considerably less than the others, in the £60K range. The intention is, two (2) years prior to the TOL being up (January 2020) is to have the RFP out allowing ample time for good proposals to be submitted. It was suggested that the Members have the opportunity to review the proposals.

**ACTION:** The City Engineer to provide an Executive Summary of the proposals received for a Ports Consultant and distribute to the Council Members.

**RECOMMENDATION:** That the Board approve the bid from ACS Ltd. in the amount of \$47,563.00 for the Hamilton Hall - Fire Alarm System.

Earlier this year, the CoH was advised by SSL that the existing alarm system was completely sub-standard and did not meet code. As landlords, the CoH is required to install a new system. This recommendation would have to be forwarded to the Finance Committee because it is not a budgeted item and would require a virement.

**Proposed:** Councillor N. Swan

**Seconded:** Councillor G. Scott

**Unanimous**

## 12. Any Other Business:

(i) **Request to have new park areas on Reid Street declared "No Smoking":** A spokesperson for seniors and other groups of people that like to use the new park area has expressed concern of the number of people smoking. The enforcement or lack thereof regarding this request was discussed at Board level.

(ii) **Light Pollution from the Docks:** Councillor Swan commented on complaints received from residents in the Paget area regarding the lights from the dock at night. The City Engineer said this is a constant battle between stevedors who want the light tipped up so they can see and the residents want them tipped down. Lights have to be on the docks at all times for security purposes. They should be at a reduced level at night. A solution was proposed about five (5) years ago to replace the dock lighting which was approved but at the same time wharfage was taken away from the CoH. Councillor Swan requested that a review be done in this regard. It was noted that the issue is the angle of the lights and is such because of the need for the operating of the dock.

**ACTION:** The City Engineer to investigate the lighting on the Hamilton docks.

(iii) The Mayor received an email this morning from Simon Hodgson regarding the Comprehensive Tree Replacement and Replanting Strategy. There was discussion earlier in the year with the Futures Committee about the Tree Planting Policy, etc. The amount of additional work that had to be done for America's Cup in terms of hanging baskets, etc. and getting Fort Hamilton redone has taken some focus off street tree planting.

The City Engineer said the CoH has been concentrating on the mosaic planters beautification and Reid Street for the first six (6) months. Have to ensure that the trees that are going to be planted are going to be large enough and ready enough to go into the street. Also have to be a bit more aggressive in having the Parks Superintendent place some of the new planters on the street to signify that something is going there, an interim measure. He further commented on the business that is done with other nurseries and trees that are donated by private citizens.

The Mayor said through the Communications Manager, to have some PR so that the public is aware of what is happening in that regard. The Parks Superintendent does keep an inventory of trees within the City. He is always challenged to plant more than what is taken out. The Street Tree Policy is still in draft form and a meeting was held with industry professionals and feedback was sought as it related to this document. Unfortunately, to date the City Engineer has not received any feedback.

**ACTION:** The City Engineer to do a reminder to the persons involved in the meeting indicating what the expectation was for feedback. He will circulate the Street Tree Policy document to the entire Council.

**ACTION:** The Mayor to respond to Simon Hodgson's email.

(iv) **Drones:** Councillor Harvey said this subject is going to be hitting this country soon and suggested that the Council get learned up about drones, etc. and start having conversations in that regard.

## 12. Motion to Move to Restricted Session

**Proposed:** Councillor G. Scott

**Seconded:** Councillor H. Ming

The Public Session closed at 11:40am.