



Town of Southbury

COVID-19 Business Update

March 20, 2020

Town of Southbury COVID Information Please share with your business network

The Southbury Office of Economic Development has put together a resource information page for local businesses to better understand the available assistance programs on the Town, State, and Federal level.

For further information, please visit: <https://southbury-ct.org/coronavirus>

Sign up for all town news and announcements at: www.southbury-ct.org/e-alerts

LOCAL BUSINESS HOTLINE: Call (203) 262-0683 or e-mail: EcoDevDirector@southbury-ct.gov to reach Economic Development Director, Kevin Bielmeier for questions or assistance.

New Business Updates

Governor Lamont's [Press Release March 19 6PM](#)

Business highlights:

- Permits certain restaurants and other eating establishments to sell alcohol with takeout food orders and certain other licensees to sell off-premise consumption under conditions specified in the order and implementing orders to be issued by the Dept. of Consumer Protection.
- Directs the temporary closure of barbershops, hair salons, tattoo or piercing parlors, and related businesses effective at 8:00pm Friday.
- Expands the ability of doctors and patients to use telehealth for healthcare services.
- Banking Commissioner Perez is reassuring CT residents their money is safe in banks and credit unions.

State Economic Development Conference Call

Governor Lamont and DECD Commissioner David Lehman held a conference call yesterday (March 19) with businesses and other stakeholders to discuss how they're responding to this crisis. You can listen to the recording of this call here: [March 19 Governor, DECD Call](#)

COVID-19 Connecticut Business Survey

How is your company addressing the challenges posed by the Coronavirus? Your feedback is critical and will help direct the response from the Governor and the state [Department of Economic and Community Development](#), in conjunction with [AdvanceCT](#) and [CBIA](#). The [COVID19BizSurvey](#) should take less than 5 minutes to complete. Your participation is important.

DECD's COVID-19 Business Emergency Response Unit: The Connecticut Department of Economic and Community Development has created a COVID-19 Business Emergency Response Unit dedicated to assisting businesses navigate resources and develop new resources. A dedicated phone line is has been set up at **860-500-2333** to provide assistance to Connecticut's small businesses for this purpose or e-mail them at: Covid19.JIC@ct.gov.

Small Business Express Loan Program: The CT General Assembly passed a bill allowing businesses to utilize small business express loans to assist with paying business office rent, etc. DECD is working on modifying this program, aiming to have it by early next week.

- Defer all Small Business Express payments for 3 months, to allow employers to focus on their payrolls.
- Provide short-term loans at 0 - 1% (12-18 month term). Aim is to offer fast capital to cover up to 3 months of operating expenses.
- For details on this and other small business assistance, please call DECD's business **hotline** at **860-500-2333** or e-mail: Covid19.JIC@ct.gov.

For more information on State responses for businesses: [CTDECD COVID Business Portal](#)

New Unemployment Benefits: Workers directly impacted by the coronavirus pandemic no longer must be actively searching for work. And employers who are furloughing workers can use the Department of Labor's shared work program, which allows businesses to reduce working hours and have those wages supplemented with unemployment insurance. See: [Informative PDF](#) or visit filectui.com.

Federal

Economic Injury Disaster loans: Companies can now apply for loans of up to \$2 million, through the U.S. Small Business Administration (SBA) here: [SBA Disaster Loan](#). These loans may be used to pay fixed debts, payroll, accounts payable and other bills that can't be paid because of the virus' impact. Interest rate is 3.75% for small businesses. Call the SBA at (800) 659-2955.

[Webinar: How to Apply for an SBA Economic Injury Disaster Loan](#)

[Step-by-step instructions on completing the loan application](#)

TAXES

TAX FILING DEADLINES

Federal Tax Filing extensions: The IRS has pushed back the tax filing deadline from April 15 to July 15, giving 2019 Taxpayers a three-month reprieve to pay the income taxes they owe up to \$1 million in taxes. Corporate filers would get the same length of time to pay amounts due on up to \$10 million in taxes owed. There is also guidance on high deductible health plan and costs related to COVID-19. Details are on the [IRS' Website](#).

State Tax Filing extensions: The CT Department of Revenue Services has **extended filing deadlines for certain annual state business tax returns**. More on that here: [DRS' Website](#).

COVID-19 Building Cleaning

Should you have an employee that has a confirmed case of COVID19, the CDC recommends the following for [Cleaning and Disinfection After Persons Suspected/Confirmed to Have COVID-19 Have Been in the Facility](#)

Restaurant Delivery and Curbside Pick-up Service Guidance

The Governor's [Executive Order No. 7D](#), requires restaurants, eating establishments, and bars that serve food to temporarily move to take-out and delivery services only. Some ideas:

- Utilize your email marketing list to let your customers know you're open;
- If you do not already offer delivery service, sign-up for a third-party food delivery service: [Grubhub](#), [UberEats](#), [Doordash](#));
- The ED Office has put together a [LIST of RESTAURANTS](#) that offer take away service. If you would like to be added to that list please email: EcoDevDirector@southbury-ct.gov.

PRACTICAL TIPS:

Restaurants that offer Delivery Service: Must ensure there is proper insulation carriers in place to transport foods at the correct holding temperature.

Restaurants using Carrier Services: - Doordash, etc. should have a protocol in place to validate their health status. Keep a log of patrons they deliver to at all times.

Restaurants doing Pick-Up Service MUST:

1. Give a "pick-up time" for each order, to reduce the number of customers in the facility at a given time, as well as the holding times for meals.
2. Maintain all foods at the proper holding temperatures.
3. Patrons are prohibited from sitting and hanging out at the counter.
4. Limit the number of patrons admitted in the facility and maintain CDC separation guidelines.

5. Sanitize door knobs, rails, and other high touch areas, including point-of-sale machines and credit card portals, frequently.
6. Limit time server spends with the patrons.
7. All food workers engaged in collection / exchange of money, or person-to-person contact, should wear gloves; wash hands frequently and use sanitizers.
8. Maintain a log of all customers served – (Call logs will suffice).

Restaurants doing Curb-Side delivery

1. Give a “pick-up time for each order, to reduce the number of patrons in waiting and reduce holding time.
2. Maintain all foods at the proper temperatures.
3. Ensure patrons are not hanging out at the counter.
4. Ensure food is properly protected from the elements.
5. Designate one or two persons to interact with customers.
6. Designate one person to handle money or credit card transactions.
7. Keep a log of these workers.
8. Zero eating or drinking by customers if waiting for pick-up.
9. Maintain safe distance and follow CDC guidelines.

Delivery service

1. “Leave at Door Delivery” – Specify with the customer on where they would like the food delivered (“By my door” or “Ring my doorbell and leave it in the lobby.”)
2. Try and use electronic payments instead of cash.
3. Delivery drivers should be sanitizing their vehicle, wiping down steering wheels, doors, and sanitizing hands or wearing gloves.

ADDITIONAL LINKS FOR YOUR BUSINESS

How Businesses Should Handle the Coronavirus Outbreak

<https://www.entrepreneur.com/article/345759>

Keeping the Workplace Safe

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/workplace-school-and-home-guidance.pdf>

TIPS on Covid19, for CT business owners

<https://ctsfdc.com/covid19-tips-for-small-businesses/>

State of Connecticut Case Information

<https://portal.ct.gov/Coronavirus>

Small Business Development Center – CT news

Sign up for SBDC's newsletter by click here: www.CTsbdc.com

Interim Guidance for Businesses and Employers

[CDC Interim guidance for businesses and employees](#)

Article Simulating the Impact of Social Distancing

[Impact of Social Distancing Simulator](#)